

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
WEDNESDAY JULY 5, 2023  
6:00 P.M.**

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**APPROVE AGENDA**

- 1. PETITIONS OF THE CITIZENS – Agenda Topics**
- 2. CONSENT AGENDA**
  - A. Minutes of June 5, 2023 Regular Session; Minutes of June 19, 2023 Regular Session**
  - B. Tax Releases and Refunds**
  - C. Recreation – Re-budget International Paper Grant Budget Amendment**
  - D. Sheriff – International Paper Donation Check Budget Amendment**

**DEPARTMENTAL MATTERS**

- 3. CARTS: Kelly Walker – Cuthrell, CARTS Director**
  - A. NCDOT/IMD Change Request – Budget Amendment**
  - B. Re-budget of Previously Approved Replacement Vehicle**
- 4. RECREATION & PARKS: Billy Wilkes, Recreation & Parks Director**
  - A. Recreation Truck Purchase – Budget Amendment**
  - B. Re-budget Pickleball Court Project Money– Budget Amendment**
- 5. SHERIFF – Award of Firearms to Retiree: Captain W. Scott**
- 6. APPOINTMENTS**
- 7. COUNTY ATTORNEY’S REPORT: Arey Grady**
- 8. PETITIONS OF THE CITIZENS – General Topics**
- 9. COUNTY MANAGER’S REPORT: Jack Veit**

**10. COMMISSIONERS' REPORTS**

**11. CLOSED SESSION**

## **1. PETITIONS OF CITIZENS – AGENDA TOPICS**

Comments directly pertaining to items on the agenda of any regularly scheduled meeting of the Board shall be made during an agenda comment period occurring at the beginning of each regularly scheduled meeting. Comments during this period shall be limited to those comments directly pertaining to items on the agenda for such meeting.

Each speaker must address the Board as a whole (and not any individual Commissioner, County staff member or the audience) from the lectern and shall begin his or her remarks by giving his or her name and address and the topic about which they intend to speak. Each speaker will have three (3) minutes to make remarks, as measured by a timer operated by County staff. A speaker may not yield any of his or her time to another speaker.

Speakers must be courteous in their language and presentation and must abide by generally accepted standards of decorum. Speakers shall not make the same or repetitive comments, whether during a particular comment period or over the course of multiple comment periods. Speakers shall not attack or insult any person or group of people, and speakers shall not give belligerent or hostile comments during any comment period.

**Board Action: Receive information**

## **2. CONSENT AGENDA**

### **A. Minutes of June 5, 2023 Regular Session and Minutes of June 19, 2023 Regular Session**

The Board will be requested to approve the Minutes of June 5, 2023 regular session and June 19, 2023 regular session, as shown in the following documents.

### **B. Tax Releases and Refunds**

The Board will be requested to approve the Tax Releases and Refunds, as shown in the following documents.

### **C. Recreation – Re-budget International Paper Grant - Budget Amendment**

In Fiscal Year 2022-2023, Craven County received an International Paper Grant in the amount of \$5,000 for the development of new beach volleyball courts at West Craven Park. The Board of Commissioners approved \$19,500 towards the development of the beach volleyball courts in the FY 2023-2024 budget.

The \$5,000 grant was added to the FY 2022-2023 budget and staff is requesting to re-budget this amount in the FY 2023-2024 budget so the funds can be used towards the development of the courts.

It is anticipated that the construction of this project will begin in late Summer/early Fall. Community interest in the sport of beach volleyball is very high in Craven County.

The Board will be requested to approve a budget amendment, in the amount of \$5,000, as shown in the following document, that re-budgets the International Paper Grant to be used for construction of beach volleyball courts at West Craven Park.

### **D. International Paper Donation Check - Budget Amendment**

The Sheriff's Office has received a donation from International Paper Company for \$1,000 to use towards activities related to law enforcement. This company has given donations and grants to our agency for the last few years. These funds will be used to purchase a variety of items related to the Sheriff's Office needs.

The Board will be requested to approve a budget amendment, in the amount of \$1,000, as shown in the following document.

**Board Action: A roll call vote is needed to approve the consent agenda items**

1 **THE BOARD OF COMMISSIONERS OF THE COUNTY OF CRAVEN MET IN**  
2 **REGULAR SESSION IN THE COMMISSIONERS' ROOM OF THE CRAVEN**  
3 **COUNTY ADMINISTRATION BUILDING, 406 CRAVEN STREET, NEW BERN,**  
4 **NORTH CAROLINA, ON MONDAY, JUNE 5, 2023. THE MEETING CONVENED AT**  
5 **6:00 PM.**

6  
7 **MEMBERS PRESENT:**

8 Chairman Jason R. Jones  
9 Vice-Chairman Denny Bucher  
10 Commissioner Chadwick Howard  
11 Commissioner Sherry Hunt  
12 Commissioner Thomas F. Mark  
13 Commissioner E. T. Mitchell  
14 Commissioner Beatrice R. Smith  
15

16 **STAFF PRESENT:**

17 Jack B. Veit, III, County Manager  
18 Gene Hodges, Assistant County Manager  
19 Craig Warren, Finance Director  
20 Amber Parker, Human Resources Director  
21 Arey Grady, County Attorney  
22 Lauren Wargo, Assistant to the County Manager  
23 Nan Holton, Clerk to the Board  
24

25 County Attorney, Arey Grady, recited the following invocation, followed by the Pledge of  
26 Allegiance.  
27

28 *Loving God, You are author of life and origin of all created things.*

29  
30 *We ask that Your grace and blessing be bestowed upon the men and women*  
31 *who have been called to serve our County on this Board of Commissioners.*

32  
33 *Help them to represent their constituents wisely with an eye toward*  
34 *safeguarding the deeper truths of human life that come only from You.*

35  
36 *Bless the people that they represent. Bless our country and our County.*  
37 *Help our Commissioners to make decisions that will uphold the values of*  
38 *peace and justice in our land and throughout the world. We ask this in*  
39 *God's name.*

40 *Amen.*

41 *Based upon the invocation given by Reverend Richard Doerratt at the*  
42 *April 4, 2000 session of the US House of Representatives*

Commissioner Mark motioned to approve the agenda, as presented, seconded by Commissioner Hunt and approved unanimously.

County Manager, Jack Viet, stated the FY23-24 Budget is a culmination of months' worth of work, resulting in the revenue neutral tax rate of 44.48 cents.

### PUBLIC HEARING ON PROPOSED FY 2023-2024 BUDGET

At 6:03 pm, Commissioner Mitchell motioned to open the FY 23-24 Budget Public Hearing. Her motion was seconded by Commissioner Mark and unanimously approved.

The following citizens provided comments on the budget:

1. *Albert Lester*, 706 Badger Lane, Havelock, NC
2. *Lauren Carver*, 200 N. William Street, Goldsboro, NC
3. *Nell Hudson*, 301 Fairway Drive, Trent Woods, NC
4. *Jameesha Harris*, 222 Monterey Circle, New Bern, NC

At 6:15 pm, Commissioner Mark motioned to close the Public Hearing; his motion was seconded by Commissioner Smith and approved unanimously.

### PETITIONS OF CITIZENS – AGENDA TOPICS

There were no citizens from the public that signed up to speak.

### CONSENT AGENDA

Commissioner Mark motioned to approve the Consent Agenda, inclusive of the Minutes of May 15, 2023 Regular Session; Minutes of May 15, 2023 Reconvened Session; Minutes of May 16, 2023 Reconvened Session; Minutes of May 17, 2023 Reconvened Session; Tax Releases (*Credits = \$2,889.37*); Health – Summer Internship Budget Amendment; Recreation – Special Olympics Bench Donation Budget Amendment; Finance – Medical Examiner Budget Amendment; Finance – Juvenile Crime Prevention Council (JCPC) Additional State Funding Awarded to Area Day Program, and Military Service Person of the Quarter Resolution. His motion was seconded by Commissioner Smith and approved 7-0 in a roll call vote.

#### *Health/Primary Care*

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1015100-38200	\$3,000.00	1015100-44050	\$3,000.00
Misc. Revenues		Contract Employees	
TOTAL	\$3,000.00	TOTAL	\$3,000.00

**Justification:** Craven County was awarded \$3,000 to pay for a summer intern for 250 hours at \$12 per hour. The intern will assist participants with Type 2 Diabetes, develop and teach health promotion classes, and assist the environmental staff in conducting a risk factor study.

#### ***Recreation***

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1015910-38301	\$1,150.05	1015910-47321	\$1,150.05
Donations		C/O \$500-\$4,999	
TOTAL	\$1,150.05	TOTAL	\$1,150.05

**Justification:** This amount was donated by Special Olympics Craven County in memory of Mason Crum, a longtime Special Olympics volunteer. The bench will be placed near the Special Olympics Bocce Courts for use by the Special Olympics Bocce Team and the general public.

#### ***Medical Examiner***

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1010000-39901	\$10,000.00	1014370-44029	\$10,000.00
Current Year Fund Balance		Investigations	
TOTAL	\$10,000.00	TOTAL	\$10,000.00

**Justification:** Additional funds are needed to cover autopsy investigation expenditures for the remainder of the fiscal year.

#### ***Pass-Thru***

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1014291-33305	\$4,800.00	1014291-49105	\$4,800.00
Structured Day Reporting		Structured Day Reporting	
TOTAL	\$4,800.00	TOTAL	\$4,800.00

**Justification:** Budget amendment needed to allocate additional funds from the NC Department of Public Safety for JCPC/Structured Day Reporting.

**RESOLUTION  
RECOGNIZING SERGEANT ALEXIX ILIA SEPULVEDA  
AS MILITARY SERVICE  
PERSON OF THE QUARTER**

WHEREAS, Sergeant Alexis Ilia Sepulveda is currently stationed aboard Headquarters and Headquarters, MCAS Cherry Point, where she serves as an Assistant Explosive Safety Officer; and

WHEREAS, Sgt Sepulveda assists in carrying out the installation explosive safety program, providing supervision, direction and guidance to units on the installation, as well as visiting units; and

WHEREAS, Sgt Sepulveda coordinates and schedules explosives operations at the combat aircraft loading area (CALA), issues hot work permits to military and civilian personnel, and monitors the facility grounding/lightening protection program; and

WHEREAS, her past and current accomplishments include the following accolades:

- ❖ Certificate of Commendation (2018, 2021)
- ❖ Good Conduct Medal (2018, 2021)
- ❖ Meritorious Mast (2019)
- ❖ Navy and Marine Corps Achievement Medal (2020, 2022, 2023)
- ❖ Letter of Appreciation (2022, 2023)

WHEREAS, her military commitment is evidenced by her substantial and significant contributions towards the Explosive Safety community.

WHEREAS, Sgt Sepulveda's dedication to the community is displayed by her willingness to volunteer more than 60 hours of her off duty time, skills, and efforts to ensure the Dixon-Conderman Veterans of Foreign Wars Post 2514 is able to continue providing services for local area Veterans; and

NOW, THEREFORE, BE IT RESOLVED THAT THE CRAVEN COUNTY BOARD OF COMMISSIONERS recognizes Sergeant Alexis Ilia Sepulveda for her personal dedication as a community volunteer and her strong devotion to duty.

BE IT FURTHER RESOLVED THAT THE CRAVEN COUNTY BOARD OF COMMISSIONERS congratulates her on being selected for Military Service Person of the Quarter

Adopted this 5<sup>th</sup> day of June, 2023.

**CRIME STOPPERS PRESENTATION**

Crime Stoppers Board member, Brynn Harms, provided information on the non-profit, statistics/data on arrests and recovery of assets, and how he became involved.

Corporal Kelly Cox presented information about partnerships with various agencies and organizations, fundraising, how the money is used, and their media promotions. For the public's knowledge, Cpl. Cox provided the phone number ,252-633-5141, and their email address: [crimestoppers@cravencounty.com](mailto:crimestoppers@cravencounty.com). He emphasized that confidentiality is primary, as good people see bad things happen all the time and need a way to report without feeling vulnerable.



He stated their mission is to make Craven County a safer place to live, work and raise a family. Commissioner Hunt expressed her pleasure in having this program and their partnerships with the smaller municipalities.

Commissioner Bucher motioned to appropriate \$1,000 to Crime Stoppers in the FY23-24 Budget. Commissioner Hunt seconded his motion, and it was approved in a 7-0 roll call vote.

**DEPARTMENTAL MATTERS: ECONOMIC DEVELOPMENT  
RESOLUTION FOR NC COMMERCE INFRASTRUCTURE DEVELOPMENT FUND**

Economic Development Director, Jeff Wood, reported the Craven County Economic Development Department has been working with the Coastal Carolina Regional Airport Authority to obtain funds to build out the Commercial Aerospace Development area of the airport. He stated the Authority has already been successful in winning a Golden LEAF grant to extend water and sewer. Mr. Wood requested that the Board approve a resolution authorizing the Department to apply for a NC Department of Commerce grant through their infrastructure development funds. He indicated this grant requires a match, which is being provided by the Airport Authority.

Commissioner Mitchell motioned to adopt the following resolution authorizing the department to apply for the grant, seconded by Commissioner Mark and approved unanimously.

**COASTAL CAROLINA CORPORATE AEROSPACE DEVELOPMENT  
PROJECT  
RESOLUTION**

BE IT RESOLVED that a grant from the Department of Commerce through the County of Craven be made to assist the Coastal Carolina Corporate Aerospace Development project.

BE IT FURTHER RESOLVED that Craven County will administer this grant in accordance with the rules and regulations of the Department of Commerce.

BE IT FURTHER RESOLVED that the County administers this grant through the County Finance Office.

BE IT FURTHER RESOLVED that the grant will be monitored quarterly to ensure compliance with this proposal and the Department of Commerce regulations.

BE IT FURTHER RESOLVED that the amount of the grant application will be \$1,026,375.

BE IT FURTHER RESOLVED that the County Manager, Assistant County Manager, Finance Director, and the Economic Development Director have signatory authority for requisition requests of IDF funds.

ADOPTED this 5th day of June 2023.

**DEPARTMENTAL MATTERS: SOLID WASTE  
AWARD DEBRIS REMOVAL CONTRACT AND DEBRIS MONITORING CONTRACT**

Solid Waste Director, Steven Aster, reported as part of disaster preparedness, Craven County holds prepositioned primary and secondary contracts for Debris Removal and Debris Monitoring. Both functions are typically reimbursable by FEMA for federally declared events. On July 18, 2022, the Craven County Board of Commissioners awarded Phillips & Jordan, Inc. and Crowder-Gulf, LLC the final one-year renewal of the contract awarded after Hurricane Florence in 2018. Additionally, the Craven County Board of Commissioners awarded Tetra Tech, Inc a one-year renewal for the Debris Monitoring Contract.

Mr. Aster indicated that in April 2023, Craven County staff issued a Request for Proposals (RFP) for Disaster Debris Removal and Clearance Services and a Request for Qualifications (RFQ) for Disaster Debris Monitoring Services. Both solicitations were due by the first week in May, 2023. Craven County received 7 responses to the RFP for Debris Removal and 2 responses to the RFQ for Debris Monitoring Services. He relayed an evaluation committee of experienced Craven County staff was convened and reviewed all of the responses and developed a scoring and rating matrix. It was determined that one Debris Removal company was nonresponsive due to required elements not being included.

Staff recommended that a primary and secondary contractor be selected for each activity. Additionally, it was recommended that each initial contract be for a 30-month term with two 1-year renewals, which will allow the County to have a more favorable contract renewal period in the future. He stated each contract will also include the provision that any local government or other governmental entity within Craven County can utilize these contracts through a Cooperative Purchasing Agreement. For Debris Removal and Clearance, the committee recommended that Ceres Environmental be awarded as the primary contractor and Phillips & Jordan, Inc as the secondary contractor.

For Debris Monitoring, the committee recommended that Tetra Tech, Inc. be awarded the contract as primary contractor and Thompson Consulting Services be awarded the contract as secondary contractor.

Commissioner Mark motioned to award Ceres Environmental as the primary contractor for Disaster Debris Removal and Clearance Services and Phillips & Jordan, Inc., as the secondary contractor, and to award Tetra Tech, Inc. as the as the primary contractor for Disaster Debris Monitoring Services and Thompson Consulting Services as the secondary contractor. Commissioner Mitchell seconded the motion, which was approved unanimously.

**DEPARTMENTAL MATTERS: FINANCE***Occupancy Tax Budget Amendment*

Finance Director, Craig Warren, reported Occupancy tax collections countywide for the current year are running approximately 7.6% ahead of last year's collections and are expected to exceed original budget estimates. As a result of the increased collections, the portion of occupancy taxes collected by the County and remitted to the Tourism Development Authority (TDA) will also exceed original budget estimates. He estimated that an additional \$75,000 will be needed in order to continue remitting the TDA's portion through the end of the fiscal year.

Mr. Warren requested approval of a budget amendment in the amount of \$75,000.

Commissioner Mark motioned to approve the following budget amendment, as requested, in the amount of \$75,000, seconded by Commissioner Mitchell and approved 7-0 in a roll call vote.

*Occupancy Tax*

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
2250000-31406	\$75,000.00	2257150-49698	\$75,000.00
TDA Allocation		Tourism Development Authority	
TOTAL	\$75,000.00	TOTAL	\$75,000.00

*Rescue Squads Budget Amendment*

Mr. Warren reported ambulance service fees billed and collected by the County on behalf of the following rescue squads are anticipated to exceed original budget projections. He estimated that an additional \$95,000 will be needed to continue remitting the squad payments through the end of the fiscal year. The projected increases to revenue estimates by squad are \$6,000 for New Bern Craven County Rescue, \$4,000 for Fort Barnwell, \$17,000 for Bridgeton Rescue, \$56,000 for Vanceboro Rescue, and \$12,000 for Township #7.

Mr. Warren requested approval of a budget amendment in the amount of \$95,000.

Commissioner Mitchell motioned to approve the following budget amendment in the amount of \$95,000, as requested, seconded by Commissioner Mark and approved 7-0 in a roll call vote.

330 *Rescue Squads*

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332	REVENUES	AMOUNT	EXPENDITURES	AMOUNT
333				
334	1014331-34430	\$ 6,000.00	1014331-43310	\$ 5,400.00
335	NB CC Rescue		90% of Collections	
336	1014333-34428	\$ 4,000.00	1014333-43310	\$ 3,600.00
337	Ft. Barnwell Rescue		90% of Collections	
338	1014334-34426	\$17,000.00	1014334-43310	\$15,300.00
339	Bridgeton Rescue		90% of Collections	
340	1014335-34427	\$56,000.00	1014335-43310	\$50,400.00
341	Vanceboro Rescue		90% of Collections	
342	1014337-34434	\$12,000.00	1014337-43310	\$10,800.00
343	Twp #7 Rescue		90% of Collections	
344			1014330-44003	\$ 9,500.00
345			Admin. Collection Cost	
346				
347	TOTAL	\$95,000.00	TOTAL	\$95,000.00

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## APPOINTMENTS

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352 *Pending*

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354 Chairman Jones reviewed the following pending appointments:

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357 *Pending*

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- 359 • Community Child Protection Team
- 360 • Craven Clean Sweep
- 361 • Emergency Medical Services
- 362 • Fireman's Relief Fund Board (District 5)
- 363 • Highway 70 Corridor Committee
- 364 • Local Emergency Planning Committee
- 365 • Volunteer Agricultural District (District 6)

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367 *Current*

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369 *Craven County Planning Board*

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371 Commissioner Smith nominated Mark Best for appointment. There being no additional  
 372 nominations, Mr. Best was appointed by acclamation.

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375

*Craven County ABC Board*

Commissioner Bucher nominated Kenneth Morris for reappointment. There being no additional nominations, Mr. Morris was reappointed by acclamation.

Commissioner Smith nominated Dred Mitchell for appointment to fill the vacant seat left by Carol Crayton, who has served for 12 years. There being no additional nominations, Mr. Mitchell was appointed by acclamation.

*Craven County Fire Tax Commissioners*

Chairman Jones nominated Ron Pound for appointment to fill the vacant seat left by Carl Barwick. There being no additional nominations, Mr. Pound was appointed by acclamation.

*New Bern Board of Adjustment*

Commissioner Smith nominated Sandra Gray for reappointment. There being no additional nominations, Ms. Gray was reappointed by acclamation.

*Havelock Planning Board*

Commissioner Hunt nominated Alfred Gray for reappointment. There being no additional nominations, Mr. Gray was reappointed by acclamation.

*NACo Voting Delegate*

Commissioner Mitchell nominated Commissioner Hunt to serve as the NACo Voting Delegate, as she is the only Commissioner attending the conference in July. There being no additional nominations, Mrs. Hunt was appointed by acclamation.

*Coastal Carolina Regional Airport Authority*

Chairman Jones turned the meeting over to Vice Chairman Bucher since he serves on this Board and is up for reappointment.

Commissioner Howard nominated George Liner for reappointment. Commissioner Mark nominated Jason Jones for reappointment.

There being no additional nominations, Mr. Liner and Mr. Jones were reappointed by acclamation.

Commissioner Bucher indicated that Kellie Hawkins Kiser did not wish to be reappointed and there were seven current applications on file.

Chairman Jones nominated Mark Eckert for appointment. Commissioner Mitchell nominated Bob Brinson for appointment. A roll call vote was taken where each Commissioner stated the name of the candidate they supported. Mark Eckert was appointed in a 6-1 roll call. (Commissioner Mitchell voting for Brinson)

*Upcoming*

Chairman Jones reviewed upcoming terms to boards and committees due to expire in July.

Commissioner Howard stated it was nice to see a lot of good application for both the ABC Board and the Coastal Carolina Regional Airport Authority. He encouraged the public to apply for vacancies on several of the other boards.

**COUNTY ATTORNEY'S REPORT**

*Initial Offer to Purchase Real Property – Parcel Number 7-006-083 (Street Address N/A)*

County Attorney, Arey Grady, reported Craven County has received an offer in the amount of \$5,500.00 for this real property, which was acquired through a tax foreclosure, with past due taxes and costs of foreclosure totaling \$4,928.87. He indicated the tax value of this property is \$9,800.00.

Mr. Grady stated should the Board of Commissioners approve this transaction, the proposed resolution should be adopted, which will in turn authorize advertisement for upset bids. Once the upset bid process is concluded, this transaction will be brought back before the Board of Commissioners for final approval.

Commissioner Mark motioned to adopt the resolution; Commissioner Mitchell seconded his motion.

Commissioner Bucher stated he did not think it was in the best interest of the County to sell this property. Commissioners Mark and Mitchell withdrew their motions.

Commissioner Bucher motioned to retain this property and not approve the resolution. His motion was seconded by Commissioner Smith and approved unanimously.

*Approval of Conveyance After Expiration of Upset Bid Period – Lees Avenue, New Bern (Parcel Number 8-006-173)*

Mr. Grady reported the County previously received and approved an offer to purchase this real property, in the amount of \$2,000.00, subject to the completion of the upset bid process. The offer was advertised, and there were no upset bids, the final bid being \$2,000.00. The upset bid period has now expired, and the County Attorney recommended approval of the conveyance at the purchase price of \$2,000.00. The County and the City of New Bern originally acquired this property through a tax foreclosure, with past due taxes and costs of foreclosure totaling \$2,796.90. The tax value of this property is \$4,000.00.

He noted that this property is jointly owned with the City of New Bern, which has already granted final approval of this offer.

Mr. Grady stated should the Board of Commissioners authorize this transaction, the proposed resolution should be adopted, which in turn will authorize the execution and delivery of the necessary documents.

Commissioner Mark motioned to adopt the following resolution approving conveyance after expiration of the upset bid period, seconded by Commissioner Bucher and approved unanimously.

**CRAVEN COUNTY  
RESOLUTION AUTHORIZING CONVEYANCE  
AFTER EXPIRATION OF UPSET BID PERIOD**

WHEREAS, Craven County and the City of New Bern own certain real property identified as Tax Parcel Number 8-006-173 (hereinafter "the Real Property"), the Real Property having been acquired by Craven County in deed recorded in Book 3391, Page 136 in the Office of the Register of Deeds of Craven County; and,

WHEREAS, Craven County and the City of New Bern previously received and approved an Offer to Purchase the Real Property, and subsequently advertised said offer for upset bids as required by North Carolina General Statute §160A-269; and,

WHEREAS, the upset bid period required under North Carolina General Statute §160A-269 has expired; and,

WHEREAS, the Craven County Board of Commissioners deems it advisable and in the best interest of the County to sell its interest in the Real Property to the successful bidder and to convey its interest in said property by quitclaim deed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY THAT:

Section 1. The last and highest bid of Beau Lee Dorsey in the sum of \$2,000.00 for the Real Property is hereby accepted, and the Offer to Purchase previously executed by Craven County subject to the provisions of North Carolina General Statute §160A-269 is hereby ratified and confirmed in its entirety.

Section 2. Upon payment of the full purchase price, the Chairman, the County Manager, the Assistant County Manager, the Clerk to the Board of Commissioners and/or County Attorney are authorized to take all actions necessary to accomplish the transactions contemplated by this Resolution, including but not limited to the execution and delivery of the quitclaim deed attached hereto and incorporated herein by reference.

ADOPTED THIS 5<sup>th</sup> DAY OF JUNE, 2023.

**PETITIONS OF CITIZENS – GENERAL**

The following citizens signed up to speak:

1. *Joshua Koth*, 201 Shipman Road
2. *Isabel Goldvar*, 113 Friburg Road
3. *Emmanuel Ruiz*, 723 Lake Tyler Drive
4. *Lauren Carver*, 200 North Williams Street, Goldsboro
5. *Tyker Gonzales*, 125 Turkey Quarter Creek Road
6. *Linda Heel*, 3111 Monroe Drive
7. *James Woods Jr.* 1903 County Club Road
8. *Ray Griffin*, 1981 Streets Ferry Road, Vanceboro
9. *Jameesha Harris*, 222 Monterey Circle
10. *Elena Hebert*, 306 Green Trees Drive

**COUNTY MANAGERS REPORT**

County Manager, Jack Veit, spoke highly of his staff's budget team, stating they do a great job, and he is proud of their work.

Mr. Veit entertained the Board's interest in holding another budget work session or seeking authority to draft the FY 23-24 Budget Ordinance for adoption at the June 19<sup>th</sup> meeting. The Board was in consensus that another meeting was not necessary.

**COMMISSIONERS REPORT**

*Commissioner Hunt* reported on a recent Trillium meeting, the NC Association of County Commissioners Advocacy Days held in Raleigh and expressed pride in welcoming the first F35 aircraft to Cherry Point.

*Commissioner Mark* commented on an upcoming precinct meeting to be held in Fairfield Harbour on June 17<sup>th</sup>.

*Commissioner Smith* had nothing to report.

*Commissioner Howard* stated he was pleased with the revenue neutral FY23-24 Budget. He expressed thanks to all the citizens who spoke tonight.

*Commissioner Mitchell* reported that Allies for Cherry Point has worked very hard to facilitate the arrival of the F35's and expressed her pride in that accomplishment. She commented the State budget includes an additional \$350 million for the transpark which will further boost the economy. Ms. Mitchell also announced the 2<sup>nd</sup> Annual NC Defense Summit set for September 26-27 in Raleigh, which is the only such regional association.



562 *Commissioner Bucher* reported on the recent ladies golf tour that was hosted in New Bern. He  
563 indicated there were 144 young women in the area for five days. He stated it was pretty exciting  
564 and he is hopeful to see more such tournaments held locally.

565  
566 *Commissioner Jones* highlighted that during their budget work sessions, there was a lot of debate  
567 regarding the schools; and conversations have been had with the Board of Education about a  
568 referendum. Mr. Jones stated it is not something the Board of Commissioners can initiate. Mr.  
569 Jones also remarked on all the discussions regarding the animal shelter and reported  
570 approximately ½ million dollars of upgrades are included in the budget. The new veterinarian  
571 will be providing reports to the Board of Commissioners on a regular basis.

572  
573 In addition, Commissioner Jones commented on the number of calls recently about fire  
574 inspections. He indicated this increase is due to the recent inspector passing qualifying exams  
575 enabling him to conduct these; and it has been several years since fire inspections have been held  
576 in Craven County.

577  
578 Lastly, Mr. Jones remarked on attending the recent Memorial Day event at National Cemetery.  
579 He informed the Board that the speaker, Dr. Hines, shared about his job being able to locate the  
580 bodies of service men and women and how humbling it was to hear his presentation. Mr. Jones  
581 stated we all owe our service men and women a great debt of gratitude.

582  
583 7:32 pm Commissioner Mark motioned to adjourn, seconded by Commissioner Mitchell and  
584 approved unanimously.  
585

1 **THE BOARD OF COMMISSIONERS OF THE COUNTY OF CRAVEN MET IN**  
2 **REGULAR SESSION IN THE COMMISSIONERS' ROOM OF THE CRAVEN**  
3 **COUNTY ADMINISTRATION BUILDING, 406 CRAVEN STREET, NEW BERN,**  
4 **NORTH CAROLINA, ON MONDAY, JUNE 19, 2023. THE MEETING CONVENED AT**  
5 **8:30 AM.**

6  
7 **MEMBERS PRESENT:**

8 Chairman Jason R. Jones  
9 Vice-Chairman Denny Bucher  
10 Commissioner Chadwick Howard  
11 Commissioner Sherry Hunt  
12 Commissioner Thomas F. Mark  
13 Commissioner E. T. Mitchell  
14 Commissioner Beatrice R. Smith  
15

16 **STAFF PRESENT:**

17 Jack B. Veit, III, County Manager  
18 Gene Hodges, Assistant County Manager  
19 Craig Warren, Finance Director  
20 Amber Parker, Human Resources Director  
21 Arey Grady, County Attorney  
22 Lauren Wargo, Assistant to the County Manager  
23 Nan Holton, Clerk to the Board  
24

25 County Attorney, Arey Grady, recited the following invocation, followed by the Pledge of  
26 Allegiance.

27  
28 *Most gracious and everlasting God, we thank You for this, another glorious day*  
29 *that You have allowed us to see, and we honor You for Your undying faithfulness*  
30 *towards us.*

31  
32 *Lord, help us to continually hold up the light of Your love, and may we be always*  
33 *mindful of our collective duty to serve each other as we serve You.*

34  
35 *Teach us Your ways and lead us in a plain path. Shine Your light upon the road*  
36 *that our Commissioners must travel. Give them grace and truth to guide their*  
37 *every decision. Unite them under the banner of Your love and allow them to*  
38 *speak with one clarion voice that which You would have them say.*

39  
40 *Teach us all to lean on Your everlasting arms and give us the grace to lead*  
41 *according to Your everlasting Word. Amen.*

42  
43 *Based upon the invocation given by Bishop Alfred A. Owens, Jr., at the February*  
44 *24, 2004, session of the US House of Representatives*  
45  
46

Commissioner Mark motioned to approve the agenda, as presented, seconded by Commissioner Smith and approved unanimously.

### ADOPTION OF THE FY 2023-2024 BUDGET ORDINANCE

County Manager, Jack Veit, stated the FY23-24 Budget Ordinance is six months' worth of work and is the largest piece of policy that the Board of Commissioners implements every year. Mr. Veit emphasized it is required by law to be balanced, and highlighted the General Fund revenues and appropriations are \$142,557,902. He reviewed each section with some explanations, concluding it is levied at a tax rate of \$0.4448 cents per one hundred dollars valuation, and is revenue neutral. The Schedule of Fees for July 1, 2023, through June 30, 2024 are also being adopted.

Commissioner Mitchell motioned to adopt the FY23-24 Budget Ordinance as presented, seconded by Commissioner Mark and approved 7-0 in a roll call vote. The Budget Ordinance and Schedule of Fees are attached as an Addendum to the Minutes.

Chairman Jones thanked Mr. Veit and his staff on behalf of the Board of Commissioners, stating it is a long process to get to this point. He relayed that a revenue neutral budget was important to this Board, as well as investing in Craven County employees, the Fund Balance, and the Capital Improvement Projects.

### CONSENT AGENDA

Commissioner Mark motioned to approve the Consent Agenda, inclusive of the Minutes of June 5, 2023, Reconvened Session; Tax Releases and Refunds (*Credits = \$4,903.23; Refunds = \$275.07*); Public Buildings-Budget Amendment; Planning-Budget Amendment; and Sheriff – Smartphone Donation. Commissioner Mitchell seconded the motion, which was carried 7-0 in a roll call vote.

#### *Public Buildings*

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1010000-39901	\$10,000.00	1014200-42602	\$10,000.00
Current Year FB		M&R Equipment	
TOTAL	\$10,000.00	TOTAL	\$10,000.00

**Justification:** Budget Amendment to allow for emergency repairs on air handler 1 at the Admin. Building.

**Planning**

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1010000-39901	\$11,600.00	1014910-41537	\$11,600.00
Current Year FB		Hazard Mitigation Update	
TOTAL	\$11,600.00	TOTAL	\$11,600.00

**Justification:** Budget Amendment to pay Insight Planning and Development for BRIC grant services and Aerial Waterline Relocation at Maple Cypress.

**ANIMAL SHELTER PRESENTATION**

Mr. Veit remarked earlier in the year, the Board created the Veterinarian/Animal Service Center Director position at the Animal Shelter. He introduced Dr. Tanya Osler who is a veterinarian and will serve as the Animal Service Center Director.

Dr. Osler provided the Board with her educational and training history and commented on her plans for the shelter. She addressed inquiries about reducing fees prior to euthanasia, and long-term goals.

Chairman Jones stressed the importance of close working relationships, and collaborative efforts being made; and invited her to return to provide updates to the Board.

**TAX REVALUATION PRESENTATION**

Tax Administrator, Leslie Young, presented her report on things that have had an impact on the revaluation, and how the citizens have responded. She indicated that as of Friday, June 16<sup>th</sup>, there were 70 appellants to be heard by the Board of Equalization and Review, and she expected that number to decrease prior to the meeting. Her presentation included the following information:

- Significant dates leading up to the revaluation
- Variety of educational tools implemented for utilization by the citizens
- 15,123 inquiries to the GIS website
- 1682 appeals submitted
- Reappraisal statutes which dictate next steps if market changes
- 2023 Sales Ratios for Craven and other counties
- 2023 Real Estate Market in Craven County
- Recognition of Craven County Tax Appraisal staff members

Ms. Young relayed the next tax revaluation will take place in 2027.

At 9:25 am, a five-minute recess was taken.

**DEPARTMENTAL MATTERS: SOCIAL SERVICES – REPRESENTATIVE PAYEE  
SPECIAL FUNDS BUDGET AMENDMENT**

Social Services Director, Geoffrey Marett, reported that in accordance with GASB 84 for fiduciary activities, the DSS Trust Fund must now be recognized as a Special Revenue Fund. He requested approval of a budget amendment, in the amount of \$300,000, which represents the additional funds collected to disburse on behalf of DSS Clients in relation to the Representative Payee Fund.

Commissioner Smith motioned to approve the following budget amendment, in the amount of \$300,000, as requested, seconded by Commissioner Mark and approved 7-0 in a roll call vote.

***Representative Payee Fund***

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
2505210-38403	\$300,000.00	2505210-43935	\$300,000.00
DSS Client Deposits		DSS Client Disbursement	
TOTAL	\$300,000.00	TOTAL	\$300,000.00

**DEPARTMENTAL MATTERS: PLANNING  
SUBDIVISION FOR APPROVAL – MADELINE FARM PHASE 1**

Planning Director, Chad Strawn, presented the following subdivision to the Board. The Planning Board met on May 25, 2023, and recommended it for approval.

Madeline Farm Phase 1 – Final: The property, owned by Nolan Commercial, Inc. and surveyed/engineered by Thomas Engineering, PA is located within Twp. 7 on E. US Hwy 70; Parcel ID 7-035-030. The subdivision contains 95 lots on 29.13 acres and will be served by Craven County water and City of New Bern sewer. New road names are as follows: Topsail Trail, Madeline Farm Blvd, Calabash Court, Emerald View and Atlantic Ave.

Commissioner Mark motioned to approve the subdivision, as recommended, seconded by Commissioner Mitchell and approved unanimously.

**DEPARTMENTAL MATTERS: SHERIFF**

***SRO Fuel Expense Overage – Budget Amendment***

Sheriff Chip Hughes reported the School Resource Officer's fuel expense budget has seen increased expenses this year due to the amount of travelling throughout the County that the SRO's drive to ensure adequate coverage at all of the schools. He indicated they are responding to more incidents, which requires an all-hands-on deck response. Sheriff Hughes requested approval of a \$29,000 budget amendment to meet the deficit.

Commissioner Mark motioned to approve the following budget amendment, as requested, in the amount of \$29,000. His motion was seconded by Commissioner Mitchell and approved 7-0 in a roll call vote.

*Sheriff's Office*

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1010000-39901	\$29,000.00	1014314-43101	\$29,000.00
Current Year Fund Balance		Vehicle Expense – Fuel & Other	
TOTAL	\$29,000.00	TOTAL	\$29,000.00

*Jail Rent-Board Prisoners & Contract Services Budget Amendment*

Sheriff Hughes stated he wanted to bring attention to the fact that the age of a juvenile was raised from age 16 to 18. He relayed every time a juvenile is brought into custody, the County is responsible for transporting them to juvenile facilities, which are located outside the county. Also, their board costs are \$135 per day, for which the County is responsible for half. Due to the higher than projected numbers of juveniles requiring this service, has led to a larger expense in this line item. Sheriff Hughes reported additionally, contract service increases related to the solid waste disposal contract and the cleaning contract are part of this line item. He requested approval of a \$150,000 budget amendment.

Commissioner Mark motioned to approve the following budget amendment, as requested, in the amount of \$150,000. Commissioner Mitchell seconded the motion, which was approved in a 7-0 roll call vote.

*Sheriff's Office*

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1010000-39901	\$150,000.00	1014316-42101	\$125,000.00
Current Year Fund Balance		Rents – Board Prisoners	
		1014316-44000	\$ 25,000.00
		Contract Services	
TOTAL	\$150,000.00	TOTAL	\$150,000.00

*Sheriff Fuel Expense Overage Budget Amendment*

Sheriff Hughes reported his deputies are responsible for transporting adults to treatment facilities located outside of Craven County, and typically there are 3-5 transports a day. He indicated this has increased their fuel consumption and requested approval of a \$55,000 budget amendment.

Mr. Veit expounded on the situation, relaying discussions have been held with mental health providers and the hospital to assist with coordinating these transports to be more efficient, but significant progress has not yet been made.

Commissioner Mitchell motioned to approve the following budget amendment, as requested, in the amount of \$55,000.

*Sheriff's Office*

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1010000-39901	\$55,000.00	1014310-43101	\$55,000.00
Current Year Fund Balance		Vehicle Expense – Fuel & Other	
TOTAL	\$55,000.00	TOTAL	\$55,000.00

Sheriff Hughes commended staff and the Board for the newly adopted budget, stating it is a very good public safety budget and he appreciates their support.

**DEPARTMENTAL MATTERS: HUMAN RESOURCES**

*Retiree Health Insurance*

Human Resources Director, Amber Parker relayed the Craven County self-insured health insurance plan will experience a 5% rate increase for FY 23-24. The rates of retiree health insurance paid by the County are specified in the Craven County Personnel Resolution based upon FY 22-23 rates as shown in the current policy language. She indicated the 5% increase will be passed along to be paid by retirees unless the above-referenced policy is amended to reflect the FY 23-24 rates as shown in the proposed policy language.

Commissioner Mark motioned to approve the amended Personnel Resolution section related to retiree health insurance, seconded by Commissioner Hunt, and approved unanimously.

*Identification Badge Policy*

Ms. Parker reported the Craven County Personnel Resolution Article VII. Conditions of Employment, Section 13. Identification Badge Policy sets the employee identification badge issuance and replacement requirements. If an employee loses or damages their identification badge due to fault or carelessness, they are required to pay a replacement cost of \$5.00 for a new identification badge.

She explained with the integration of building access fobs and the fuel master system into the identification badge, the cost for producing identification badges has increased. The Facilities Department has adjusted their identification badge replacement form to reflect a fee of \$7.00 and the personnel resolution needs to be amended to change the official replacement cost from \$5.00 to \$7.00.

Commissioner Mark motioned to approve the amended Personnel Resolution section related to Identification Badge policy. His motion was seconded by Commissioner Mitchell and approved unanimously.

### *Incentive Pay Policy*

Ms. Parker reported the Craven County Personnel Resolution Article IV. The Pay Plan, Section 16. Incentive Pay Policy provides for a \$2,400 incentive payment to be paid in per pay period installments for certain social worker positions, hospice nurses and school resource officers. The current policy states the incentive payment should be applied to positions assigned to and performing such required duties of investigations and/or case management in Adult and Child Protective Services and it lists eligible positions as Social Worker III, Social Work Supervisor or Program Manager but it leaves out Social Worker Investigative Assessment and Treatment (IA&T) positions who also complete these functions. She stated to keep the position titles listed in the policy consistent with the listed duties to receive the incentive, it was requested the personnel resolution be amended to add Social Worker IA&T to the list of social workers eligible.

Commissioner Mitchell motioned to approve the amended Personnel Resolution section related to Incentive Pay period, seconded by Commissioner Smith, and approved 7-0 in a roll call vote.

## **DEPARTMENTAL MATTERS: FINANCE**

### *Transfer to Capital Reserve*

Finance Director, Craig Warren, reported that during the current fiscal year, the County has experienced enhanced revenue collections over original budget projections from several sources. Those include \$1.4 million in additional revenues from the Medicaid/Sales Tax Hold Harmless distribution, and \$1.6 million earned from interest on investments. He requested these additional revenues be set aside and transferred into the Capital Reserve Fund for future capital projects and expenditures. Mr. Warren requested approval of a budget amendment in the amount of \$3 million. Mr. Warren emphasized this would fully fund the CIP through 2029.

Commissioner Smith motioned to approve the following budget amendment, as requested, in the amount of \$3 million in a transfer to the Capital Reserve Fund. Commissioner Mitchell seconded the motion and was approved 7-0 in a roll call vote.

### *Interfund Transfers*

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1010000-38000	\$1,600,000.00	1019800-49802	\$3,000,000.00
Interest on Investment		Transfer to Capital Reserve	
1010000-33001	\$1,400,000.00		
Medicaid Hold Harmless			
TOTAL	\$3,00,000.00	TOTAL	\$3,000,000.00



*Health and Worker's Comp Benefit Claim*

Mr. Warren reported benefit claims for health insurance and workers compensation through May 2023 have been running ahead of budget by 16.5% and 11.8% respectively. As a result, he stated it is expected the total claims paid will exceed original budget projections. It is estimated an additional \$1,700,000 will be needed to continue paying claims through the end of this fiscal year. Additional revenues collected from insurance premiums and provider rebates along with fund balance is needed to cover the increases.

Commissioner Mark motioned to approve the following budget amendment, as requested, in the amount of \$1,700,000 for Health and Worker's comp Benefit Claims. Commissioner Hunt seconded the motion, and it carried in a 7-0 roll call vote.

*Health/Dental/Workers Comp*

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
7004005-34438	\$600,000.00	7004005-44081	\$1,200,000.00
Employer Health		Health Claims	
7004005-38200	\$395,000.00	7004010-44095	\$ 500,000.00
Misc. Revenue		Workers Comp Claims	
7004010-34461	\$115,000.00		
Employer Works Comp			
7000000-39901	\$590,000.00		
TOTAL	\$1,700,000.00	TOTAL	\$1,700,000.00

*Sales Tax Transfer to Debt Service Fund*

Mr. Warren relayed sales tax collections through the month of June 2023 (March sales) are currently running 8.3% ahead of budget. With three months (April, May, June) of collections remaining, he anticipated that sales taxes will exceed original budget projections. As required by general statutes, a portion of Article 40 and Article 42 sales tax is considered restricted and can only be used towards school capital or debt service. He indicated it is estimated an additional \$500,000 will be needed in order to continue transferring the sales tax collections into the Debt Service Fund for the Remainder of the fiscal year. Mr. Warren requested approval of a budget amendment in the amount of \$500,000.

Commissioner Mitchell motioned to approve the following budget, as requested, in the amount of \$500,000 for Sales Tax transfer to Debt Service Fund. Commissioner Hunt seconded the motion, which carried in a 7-0 roll call vote.

***Schools***

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101000-31302	\$250,000.00	1016110-49801	\$500,000.00
Article 40 ½ ct sales tax sch		transfer school D/S fund	
101000-31304	\$250,000.00		
Article 42 ½ ct sales tax sch			
TOTAL	\$500,000.00	TOTAL	\$500,000.00

**APPOINTMENTS*****Pending Appointments***

Chairman Jones reviewed the following pending appointments:

- Community Child Protection Team
- Craven Clean Sweep
- Emergency Medical Services
- Fireman's Relief Fund Board (District 5)
- Highway 70 Corridor Committee
- Volunteer Agricultural District (District 6)

Under Pending, Commissioner Smith recommended that Antoinette Boskey be appointed to the Community Child Protection Team to fill the seat vacated by Alicia Rodenberg. She was appointed by acclamation.

***Current Appointments******Eastern Carolina Workforce Development Board***

Commissioner Hunt nominated William Green for reappointment. Commissioner Mark nominated Anthony Cruz for reappointment. Commissioner Mitchell nominated Jason Trull for appointment to fill the seat vacated by John Wilson. There being no additional nominations, Mr. Green and Mr. Cruz were reappointed by acclamation and Mr. Trull was appointed by acclamation.

***Fireman's Relief Fund Board of Trustees***

Commissioner Mark nominated Joshua Whitford (Twp. 2) for reappointment. There being no additional nominations, Mr. Whitford was reappointed by acclamation.

*Fire Tax Commissioners*

Commissioner Howard nominated Joann Slagle (Twp. 6) for reappointment. There being no additional nominations, Ms. Slagle was reappointed by acclamation.

*Emergency Services Advisory Board*

Commissioner Bucher nominated Robert Boyd for reappointment. There being no additional nominations, Mr. Boyd was reappointed by acclamation.

*Local Emergency Planning Committee*

Commissioner Bucher nominated Brooke Zeleny for appointment (Seat 6, City of New Bern). Commissioner Mark nominated Mikel Grose for appointment (Seat 18, Coast Guard). There being no additional nominations, Ms. Zeleny and Mr. Grose were appointed by acclamation.

*Juvenile Crime Prevention Council*

Commissioner Bucher nominated Christopher Devone (Court Counselor) for reappointment. Commissioner Mitchell nominated Wendy Peaden (DSS Seat) for reappointment. There being no additional nominations, Mr. Devone and Ms. Peaden were reappointed by acclamation. There are currently two seats vacated by Jamara Wallace and Carlton Metts.

*Craven County Recreation Advisory Board*

It was the consensus of the Board to defer these appointments.

*Upcoming Appointments*

Chairman Jones reviewed upcoming appointments to boards and committees due to expire.

**COUNTY ATTORNEY'S REPORT**

County Attorney, Arey Grady, had nothing to report.

**COUNTY MANAGER'S REPORT***Appointment of Tax Assessor*

County Manager, Jack Veit, stated in July 2019 he came before the board to reappoint Ronnie Antry for a 4-year term as Tax Assessor. Upon Mr. Antry's retirement in 2021, Ms. Leslie Young was appointed to fill his term. Mr. Veit requested the Board reappoint Ms. Young to a 4-year term beginning July 1, 2023, as Tax Assessor for Craven County.

Commissioner Mitchell motioned to appoint Ms. Leslie Young as Craven County Tax Assessor, as requested, beginning July 1, 2023, seconded by Commissioner Mark and approved 7-0 in a roll call vote.

*DLX Crisis Center Memorandum of Understanding*

Mr. Veit reviewed the partnerships involved in the Dix Crisis Center and the commitment Craven County has held, by budgeting \$200,000 for mental health through Trillium and a \$100,000 commitment from the hospital. He indicated that Craven County is averaging 11-13 clients a month at the Dix Crisis Center.

Commissioner Mark spoke of the importance Dix Crisis Center has had to the opioid crisis by providing a short-term detox opportunity.

Commissioner Mark motioned to adopt the MOU, seconded by Commissioner Mitchell and in a roll call vote approved 7-0.

Mr. Veit informed the Board as a recipient of opioid settlement funds, there is a requirement to hold an annual meeting inviting input from the local municipalities. He stated the opioid epidemic response meeting will be held on Thursday, June 29<sup>th</sup> at 5:00 pm at the Riverfront Convention Center. It is open to the public.

Mr. Veit reported on recently attending a Hwy. 70 Corridor meeting in Kinston. He indicated the opportunity arose to host a transportation summit for eastern NC on October 17<sup>th</sup>, which will put the spotlight on Craven County.

## COMMISSIONERS' REPORTS

*Commissioner Mark* reported on a recent precinct meeting held in Fairfield Harbor and how well attended it was.

*Commissioner Hunt* had nothing to report.

*Commissioner Smith* reported on the African American community's Juneteenth celebrations over the weekend and the opportunities she had to participate.

*Commissioner Howard* commented he had the opportunity to attend the precinct meeting in Fairfield Harbor.

*Commissioner Mitchell* wished all a Happy Juneteenth. She reported she had shared with the New Bern Library Board that the County is looking at property for future growth.

*Commissioner Bucher* had nothing to report.

*Commissioner Jones* had nothing to report.

505 Clerk to the Board, Nan Holton, reminded the Board the first meeting in July would be held on  
506 Wednesday, July 5<sup>th</sup> at 6:00 pm, due to the July 4<sup>th</sup> holiday.

507  
508 At 10:22 am, Commissioner Mitchell motioned to adjourn, seconded by Commissioner Hunt and  
509 carried unanimously.

510

# Craven County

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## RELEASES SUBJECT TO BOARD APPROVAL ON 7/5/2023

Taxpayer Name	Account Number	Tax Year	Bill Number	Amount
COX, DAVID M & LAURA K DID NOT OWN JANUARY 1	46691	2021	209556	7.91
GILES, VERONA H & PETER FORECLOSURE-LIEN EXTINGUISHED	2786400	2016	21934	28.19
GILES, VERONA H & PETER FORECLOSURE-LIEN EXTINGUISHED	2786400	2017	22329	26.63
GILES, VERONA H & PETER FORECLOSURE-LIEN EXTINGUISHED	2786400	2016	21933	72.76
GILES, VERONA H & PETER FORECLOSURE-LIEN EXTINGUISHED	2786400	2017	22328	68.68
GILES, VERONA H HRS FORECLOSURE-LIEN EXTINGUISHED	120121	2018	22113	25.07
GILES, VERONA H HRS FORECLOSURE-LIEN EXTINGUISHED	120121	2019	32368	23.78
GILES, VERONA H HRS FORECLOSURE-LIEN EXTINGUISHED	120121	2020	32368	22.14
GILES, VERONA H HRS FORECLOSURE-LIEN EXTINGUISHED	120121	2021	32368	20.44
GILES, VERONA H HRS FORECLOSURE-LIEN EXTINGUISHED	120121	2022	32368	18.82
GILES, VERONA H HRS FORECLOSURE-LIEN EXTINGUISHED	120121	2018	22112	64.60
GILES, VERONA H HRS FORECLOSURE-LIEN EXTINGUISHED	120121	2019	32367	61.38
GILES, VERONA H HRS FORECLOSURE-LIEN EXTINGUISHED	120121	2020	32367	57.21
GILES, VERONA H HRS FORECLOSURE-LIEN EXTINGUISHED	120121	2021	32367	52.73
GILES, VERONA H HRS FORECLOSURE-LIEN EXTINGUISHED	120121	2022	32367	48.57
GRAHAM, DONNA M DID NOT OWN JANUARY 1	69091	2021	218433	18.32
GRAHAM, DONNA M DID NOT OWN JANUARY 1	69091	2022	218433	16.03
HARRIS, WILLIAM EARL HRS FORECLOSURE-LIEN EXTINGUISHED	44896	2022	21657	44.09
LINDSEY, RANDOLPH FORECLOSURE-LIEN EXTINGUISHED	4444654	2013	33444	146.99
LINDSEY, RANDOLPH FORECLOSURE-LIEN EXTINGUISHED	4444654	2014	34159	139.91
LINDSEY, RANDOLPH FORECLOSURE-LIEN EXTINGUISHED	4444654	2015	34788	132.83
LINDSEY, RANDOLPH FORECLOSURE-LIEN EXTINGUISHED	4444654	2016	35104	86.26
LINDSEY, RANDOLPH FORECLOSURE-LIEN EXTINGUISHED	4444654	2017	35393	81.46
LINDSEY, RANDOLPH FORECLOSURE-LIEN EXTINGUISHED	4444654	2018	35378	76.66
LINDSEY, RANDOLPH FORECLOSURE-LIEN EXTINGUISHED	4444654	2019	25276	73.95
LINDSEY, RANDOLPH FORECLOSURE-LIEN EXTINGUISHED	4444654	2020	25276	68.91

# Craven County

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## RELEASES SUBJECT TO BOARD APPROVAL ON 7/5/2023

Taxpayer Name	Account Number	Tax Year	Bill Number	Amount
LINDSEY, RANDOLPH FORECLOSURE-LIEN EXTINGUISHED	4444654	2021	25276	64.50
LINDSEY, RANDOLPH FORECLOSURE-LIEN EXTINGUISHED	4444654	2022	25276	59.43
SANDLIN, WOODROW NOT TAXABLE TO CRAVEN COUNTY	81554	2021	204920	178.69
SANDLIN, WOODROW NOT TAXABLE TO CRAVEN COUNTY	81554	2022	204920	156.43
WALSTON, KENNETH & LOUISE FORECLOSURE-LIEN EXTINGUISHED	7519950	2022	16294	60.63
31 RELEASES SUBJECT TO BOARD APPROVAL ON 7/5/2023:				<b>2,004.00</b>

# Craven County

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## REFUNDS SUBJECT TO BOARD APPROVAL ON 7/5/2023

Taxpayer Name	Account Number	Tax Year	Bill Number	Amount
TAYLOR, MARION M HEIRS DOUBLE BILLED	95503	2021	18671	175.81
TAYLOR, MARION M HEIRS DOUBLE BILLED	95503	2022	18671	161.87
2 REFUNDS SUBJECT TO BOARD APPROVAL ON 7/5/2023:				<b>337.68</b>





DISTRIBUTION:

ORIGINAL: FINANCE  
DUPLICATE: DEPARTMENT

## BUDGET AMENDMENTS

1. Fund: General

2. Department: Recreation &amp; Parks

[illegible]

## Justification or Explanation of Change:

This is a grant from International Paper that was received in fiscal year 2023 that we will need to rebudget in fiscal year 2024 in the amount of \$5,000. The grant will go towards the development of the beach volleyball courts at West Craven Park.

Billy Walker

Department Head

6-27-23

Date \_\_\_\_\_

County Manager

Date \_\_\_\_\_

County Commissioners/Chairman

Date \_\_\_\_\_

Journal Entry Number

Date \_\_\_\_\_

1. Fund: General

2. Department: Sheriff's Office

Justification or Explanation of Change:

The Sheriff's Office has received a donation from International Paper Company for \$1000.00 to use however the Sheriff deems necessary. This company has given donations and grants to our agency for the last few years. They are happy to be partnering with our office, improving lives and making an impact within our community. These funds will be used to purchase a variety of items that the Office needs.

Chris HUGHES 6/27/23  
 Department Head Date

County Manager

Date \_\_\_\_\_

County Commissioners/Chairman

Date \_\_\_\_\_

Journal Entry Number

Date \_\_\_\_\_



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Ernest Hansen's

**From:** Catherine Burgess <[Catherine.Burgess@ipaper.com](mailto:Catherine.Burgess@ipaper.com)>  
**Sent:** Thursday, May 25, 2023 11:41 AM  
**To:** William M. Scott <[wscott@cravencountync.gov](mailto:wscott@cravencountync.gov)>  
**Subject:** International Paper Donation

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Cpt. Scott,

I am happy to share IP has a \$1,000 donation for the Craven County Sheriff's Office this year. I will be processing the payment today. Please let me know if you need our newly branded logo or anything else from IP.

We are happy to partner with your organization, improving the lives and making an impact within our community.

Thank you,  
Catherine

**Catherine M. Burgess**  
Communications Manager  
New Bern + Grande Prairie Mills

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## **DEPARTMENTAL MATTERS:**

### **3.A. CARTS - NCDOT/IMD Change Request - Budget Amendment: Kelly Walker – Cuthrell**

The North Carolina Department of Transportation / Integrated Mobility Division (NCDOT/IMD) approved new vehicle contracts in FY 2022-2023, which included a substantial increase in the cost of vehicles. The additional amount was due to increased chassis and bus fabrication costs. For vehicles previously approved in the FY2022-2023 grant, NCDOT/IMD is providing funding for the additional costs, less the increased local match portion (see attached e-mail correspondence). For CARTS, that computes into a local match increase of \$12,090. Staff is confident that the higher resale value of light transit vehicles will be sufficient to cover the increased local match portion. CARTS is requesting approval of this budget amendment and authorization to proceed with documents required to increase the amount of the combined capital grant by \$120,900 of which \$108,810 will be state funding and \$12,090 will be local match generated by CARTS. This will allow CARTS to purchase the second revenue vehicle which was approved in the FY2022-2023 budget but could not be ordered due to the price increase.

The Board will be requested to approve a budget amendment, in the amount of \$120,900, as shown in the following document.

**Board Action: Approve budget amendment in the amount of \$120,900 and authorize staff to proceed with the required documents to accept the additional funding from NCDOT/IMD for the purchase of the second replacement light transit vehicle from FY 2022-2023. A roll call vote is required.**

1. Fund: \_\_\_\_\_ 2. Department: CARTS

[illegible]

FY2022-2023 vehicles have an increase in cost. This budget amendment is to cover the additional costs.

Kelly Walker-Cutthrell

Jun 21, 2023

Department Head

Date \_\_\_\_\_

County Manager

Date \_\_\_\_\_

County Commissioners/Chairman

Date \_\_\_\_\_

Journal Entry Number

Date \_\_\_\_\_

**From:** [Claybrooks, Brandi L.](#)  
**To:** [Kelly Walker](#)  
**Subject:** FW: Craven County Supplement Vehicle Funding - Action needed by June 14th  
**Date:** Friday, June 16, 2023 11:45:25 AM  
**Attachments:** [image007.png](#)  
**Importance:** High

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Kelly,

Good afternoon. My name is Brandi Claybrooks, and I am assisting Irene Johnson with a few of the remaining Coastal Plains Supplemental Change Requests to be submitted to IMD. Please submit a change request to add the additional funds to the following G-code below for Craven County's FY 23 Capital Agreement by COB tomorrow, June 14<sup>th</sup>, 2023.

Craven County's amount should be as follow on their change request:

02	23-CT-029	CRAVEN COUNTY is requesting additional funds due to the increase in vehicle cost. FY23 5311 Agreement Number:2000061270	\$120,900 Total
			\$0 Federal
			\$108,810 State
			\$12,090 Local

**Change Request justification note: " <SYSTEM NAME> is requesting additional funds due to the increase in vehicle cost".**

A cover letter template is provided below to be submitted with the Change Request.

Date

NCDOT/PTD  
1550 Mail Service Rd  
Raleigh, NC 27699-1550

RE: FY## [Grant name] Change Request  
WBS Element #: #####

Please find the change request for FY## [Grant name] grant. [Transit System Name] is requesting additional funds due to the increase in vehicle costs.

The following change(s) is/are requested:

G### - \$\$\$\$ in increased funds

G### - \$\$\$\$ in increased funds

If you have any questions or need additional information, please do not hesitate to contact me.

Thanks,

*Brandi Claybrooks*

Regional Grant Specialist-Mountains

[blclaybrooks@ncdot.gov](mailto:blclaybrooks@ncdot.gov)  
(919) 707- 4679 office  
(336) 327-6488 mobile

*Integrated Mobility Division*  
North Carolina Department of Transportation



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North Carolina Public Records Law and may be disclosed to third parties.*

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## **DEPARTMENTAL MATTERS:**

### **3.B. CARTS - Re-budget of Previously Approved Replacement Vehicle: Kelly Walker-Cuthrell**

CARTS was approved to purchase two (2) replacement vehicles in the FY2022-2023 Budget. However, once the North Carolina Department of Transportation / Integrated Mobility Division (NCDOT/IMD) approved a new statewide contract for the procurement of vehicles, the cost per vehicle was significantly higher than the expiring contract. The additional expenses were attributable to increased chassis and bus fabrication costs. The required procurement documents were not released by the State until May 5, 2023. At this time, CARTS ordered one vehicle so as not to miss the production window for this vehicle cycle. CARTS ordered one (1) vehicle instead of two (2) because the approved amount in the State grant and corresponding approved budget could not support the cost of both vehicles. At this time, staff is requesting a budget amendment in the amount of \$98,715 to re-budget the cost of one (1) replacement vehicle that was previously approved and budgeted in FY2022-2023.

The Board will be requested to approve a budget amendment, in the amount of \$98,715, as shown in the following document.

**Board Action: Approve a budget amendment to re-budget \$98,715 for the purchase of a vehicle previously ordered in FY 2022-2023. A roll call vote is required.**

1. Fund: \_\_\_\_\_ 2. Department: CARTS

[illegible]

This vehicle needs re-budgeting due to not having received it in FY2022-2023

## Kelly Walker-Cutler

Jun 21, 2023

Date \_\_\_\_\_

County Manager

Date \_\_\_\_\_

County Commissioners/Chairman

Date \_\_\_\_\_

Journal Entry Number

Date \_\_\_\_\_

## **DEPARTMENTAL MATTERS:**

### **4. A. Recreation & Parks - Recreation Truck Purchase – Budget Amendment: Billy Wilkes**

In Fiscal Year 2022-2023, the Board of Commissioners approved \$33,068 for the purchase of a new Ford truck for the Recreation Department. The truck was ordered in August 2022 and still has not been delivered due to several production delays. Ford Motor Company assures staff that the order will still be fulfilled.

Staff is requesting that the \$33,608 that was budgeted in FY 2022-2023 be re-budgeted to FY 2023-2024, as shown in the following budget amendment.

**Board Action: Approve a budget amendment, in the amount of \$33,068, to re-budget the funds to complete the purchase of the previously approved Ford truck for the Recreation Department. A roll call vote is needed.**



## BUDGET AMENDMENTS

DISTRIBUTION:

ORIGINAL: FINANCE  
DUPLICATE: DEPARTMENT

1. Fund: General

2. Department: Recreation[illegible]

## Justification or Explanation of Change:

In the 2023 budget the Recreation Department was allocated funds to purchase a new truck for park use. This truck was ordered in August 2022 but with Ford Motor Company delays we still have not received this truck. The PO amount was for \$33,068 and we are requesting to purchase this truck in the 2024 budget and move the amount from the Current Yr Fund Balance to C/O Over \$5,000.

Billy Walker

Department Head

6-27-23

Date \_\_\_\_\_

County Manager

Date \_\_\_\_\_

County Commissioners/Chairman

Date \_\_\_\_\_

Journal Entry Number

Date \_\_\_\_\_

## **DEPARTMENTAL MATTERS:**

### **4. B. Recreation & Parks – Re-budget Pickleball Court Project Money: Billy Wilkes**

In the Fiscal Year 2022-2023 budget, the Board of Commissioners approved \$150,000 for 6 new pickleball courts at Creekside Park. Also, in FY 2022-2023 the Recreation Department was awarded a Harold Bate Foundation grant in the amount of \$30,000 to be utilized in the construction and development of the new pickleball courts.

After a few contractor delays, construction of this project started in June. The projected completion of the pickleball courts project is late July/early August. Staff is requesting to re-budget the total amount of \$180,000 to fiscal year 2024 so the pickleball courts project can be completed.

- \$150,000 included in Recreation's Capital Outlay--Other Improvement budget
- \$30,000 included in Recreation's Harold Bate Foundation grant line

Total of \$180,000

The Board will be requested to approve a budget amendment, in the amount of \$180,000, as shown in the following document.

**Board Action: Approve a budget amendment, in the amount of \$180,000, that will allow for the completion of the pickleball courts at Creekside Park.**

1. Fund: General

2. Department: Recreation

Justification or Explanation of Change:

Tennis/Pickleball contractors are in very high demand. We worked with the contractor and they finally started the project in June. The work will not be complete until late July and into budget year 2024. We are requesting the total of \$180,000 originally allocated in the 2023 moved into fiscal year 2024 so we can complete the new Pickleball court construction project. The \$180,000 is a total of \$30,000 from a Harold Bate Foundation grant and \$150,000 from capital reserve. Anticipated completion of this project is late July 2023.

Billy Walker

Department Head

6-27-23

Date \_\_\_\_\_

County Manager

Date \_\_\_\_\_

County Commissioners/Chairman

Date \_\_\_\_\_

Journal Entry Number

Date \_\_\_\_\_

## **DEPARTMENTAL MATTERS:**

### **5. Sheriff – Award of Firearms to Retiree: Captain W. Scott**

The Sheriff's Office would like to sell the assigned service side arm to recently retired Captain Jarrett Hardison under the provisions of NCGS 20-187.2. This statute states that the governing body of law enforcement agency may in its discretion, award to a retiring member, upon request, the service side arm of such retiring member. The price has traditionally been set at one dollar, at which we will honor the same price for the above retiree.

A copy of the statute is shown in the following document.

**Board Action: Approve the sale of assigned service side arm to recently retired Captain Jarret Hardison.**



**§ 20-187.2. Badges and service side arms of deceased or retiring members of State, city and county law-enforcement agencies; weapons of active members.**

(a) Surviving spouses, or in the event such members die unsurvived by a spouse, surviving children of members of North Carolina State, city and county law-enforcement agencies killed in the line of duty or who are members of such agencies at the time of their deaths, and retiring members of such agencies shall receive upon request and at no cost to them, the badge worn or carried by such deceased or retiring member. The governing body of a law-enforcement agency may, in its discretion, also award to a retiring member or surviving relatives as provided herein, upon request, the service side arm of such deceased or retiring members, at a price determined by such governing body, upon determining that the person receiving the weapon is not ineligible to own, possess, or receive a firearm under the provisions of State or federal law, or if the weapon has been rendered incapable of being fired. Governing body shall mean for county and local alcohol beverage control officers, the county or local board of alcoholic control; for all other law-enforcement officers with jurisdiction limited to a municipality or town, the city or town council; for all other law-enforcement officers with countywide jurisdiction, the board of county commissioners; for all State law-enforcement officers, the head of the department.

(b) Active members of North Carolina State law-enforcement agencies, upon change of type of weapons, may purchase the weapon worn or carried by such member at a price which shall be the average yield to the State from the sale of similar weapons during the preceding year.

(c) For purposes of this section, certified probation and parole officers shall be considered members of a North Carolina State law enforcement agency. (1971, c. 669; 1973, c. 1424; 1975, c. 44; 1977, c. 548; 1979, c. 882; 1987, c. 122; 2013-369, s. 19; 2016-77, s. 9(b).)



## 6. APPOINTMENTS

### A. Pending:

Craven Clean Sweep  
Emergency Medical Services  
Fireman's Relief Fund Board (District 5)  
Highway 70 Corridor Committee  
Volunteer Agricultural District (District 6)  
Craven County Recreation Advisory

### B. Current:

#### **Craven County Recreation Advisory**

- Matt Webb seeks reappointment
  - Chad Braxton seeks reappointment
  - Daniel Miller has already served 12 years and is not eligible for reappointment
- Five (5) interested applicants follow

#### **Havelock Board of Adjustment**

- Thomas McCarthy seeks reappointment
- Reuben Mikul does not seek reappointment

#### **Community Child Protection Team- seeks reappointment**

- Emily McDonald (DSS Director Designee)

#### **Juvenile Crime Prevention Council – seeks reappointment**

- Wendy Peaden (DSS)

#### **Craven County ABC Board**

- Appoint a Chairperson – Roster of Board Members:

ABC SEATS	MEMBER	TERM	APPOINTED
1	Kenneth Morris	2	June-21
2	Chip Chagnon	4	Jul-13
3	Dred Mitchell	1	Jun-23
4	Denny Bucher	2	Jul-19
5	Kathleen Cook	2	Jul-19

### C. UPCOMING: Terms Expiring August

#### **Fireman's Relief Fund**

- Daniel New (TWP 3 Dover)
- Mark Dail (TWP 8 WNB Rhems)

#### **Emergency Medical Services –**

- Brian McGuire
- Michelle Smith

#### **Craven County Planning Board**

- William Farmer

Mrs Linda Simmons-Henry

Craven County | Generated 6/28/2023 @ 2:36 pm by OnBoard2 - Powered by ClerkBase

## Status

### Name

Mrs Linda Simmons-Henry

### Application Date

1/24/2023

### Expiration Date

1/24/2025

### Board Member

[Linda Simmons-Henry](#)

### Status

Validated

Board (Rank)	Vacancies	Status
<a href="#">Craven County ABC Board (1)</a>	0	Pending
<a href="#">Fireman's Relief Fund Board of Trustees (2)</a>	2	Pending
<a href="#">Eastern Carolina Regional Housing Authority (3)</a>	0	Pending
<a href="#">Craven County Recreation Advisory Council (4)</a>	0	Pending
<a href="#">CCPT - Community Child Protection Team (5)</a>	2	Pending

## Basic Information

### Name

Mrs Linda Simmons-Henry

### Business and/or Civic Experience/Involvement

Community Organizer

## Contact Information

### Address

725 Main Street

New Bern, NC 28560

### Email

[Lshenry25@gmail.com](mailto:Lshenry25@gmail.com)

### Phone

[9198898212](tel:9198898212)

### Cell Phone

[9198898212](tel:9198898212)

## Occupation

**Employer** Meeting Date: July 5, 2023

retired

**Occupation**

Historian/Librarian

**Job Title**

Historian

**Other Questions**

**Question #1**

**What is your Commissioner's District?**

3

**Question #2**

**Highest Education Level**

Bachelors Degree or higher

**Gender**

**What is your gender?**

Female

**Ethnicity**

**What is your ethnic origin?**

Black or African American

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Jeffrey Brant Haddock

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## Status

### Name

Jeffrey Brant Haddock

### Application Date

1/18/2023

### Expiration Date

1/18/2025

### Board Member

[Jeffrey Brant Haddock](#)

### Status

Validated

Board (Rank)	Vacancies	Status
<a href="#">Coastal Carolina Regional Airport Authority (1)</a>	0	Pending
<a href="#">Local Emergency Planning Committee (2)</a>	1	Pending
<a href="#">Craven County Recreation Advisory Council (3)</a>	0	Pending
<a href="#">Fireman's Relief Fund Board of Trustees (4)</a>	2	Pending
<a href="#">Craven County ABC Board (5)</a>	0	Pending

## Basic Information

### Name

Jeffrey Brant Haddock

### Resume File

[View / Download](#)

### Please tell us about yourself and why you are interested in serving on a board or commission?

I am a local resident originally from Trenton. I am a retired US Army Reserve Logistics Officer and a graduate of NC State University. I am married and my wife Sandra and I have twins that are seniors at NC State. For years my employment kept me on the road and I was unable to be involved in my local community. Now that I work locally I feel it is my civic duty to try and give back in some small way whenever possible.

### Business and/or Civic Experience/Involvement

Ambassador with the New Bern Chamber of Commerce. Life member of VFW post 2514 and member of American Legion Post 154.

## Contact Information

### Address

5111 White Oak Drive  
Trent Woods, NC 28562

### Email

[jeffhaddock@hotmail.com](mailto:jeffhaddock@hotmail.com)

Meeting Date: July 5, 2023

**Phone**

2524745470

**Occupation**

**Employer**

Servpro of New Bern

**Occupation**

Sales and Marketing

**Job Title**

Territory Manager

**Other Questions**

**Question #1**

**What is your Commissioner's District?**

4

**Question #2**

**Highest Education Level**

Bachelors Degree or higher

**Gender**

**What is your gender?**

Male

**Ethnicity**

**What is your ethnic origin?**

White

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Status

**Name**  
Mr Jesse Kearney, III

**Application Date**  
12/20/2022

**Expiration Date**  
12/20/2024

**Board Member**  
[Jesse Kearney, III](#)

**Status**  
Validated

Board (Rank)	Vacancies	Status
<a href="#">Fire Tax Commissioners Board (1)</a>	0	Pending
<a href="#">Craven County Planning Board (2)</a>	0	Pending
<a href="#">Craven County Recreation Advisory Council (3)</a>	0	Pending
<a href="#">Local Emergency Planning Committee (4)</a>	1	Pending

Basic Information

**Name**  
Mr Jesse Kearney, III

**Resume File**  
[View / Download](#)

**Please list any other Boards or Commissions on which you currently serve?**  
N/A

**Please tell us about yourself and why you are interested in serving on a board or commission?**  
My name is Jesse Kearney I live in district 5 all my life and currently serving as a volunteer firefighter in harlowe full-time employee. The reason why I want to serve on the board of craven county I'm a people person and I love to interact with people and try to help out as much as I can

Contact Information

**Address**  
1570 temples point rd  
Havelock, NC 28532

**Email**  
[jkearney@ec.rr.com](mailto:jkearney@ec.rr.com)

**Phone**  
[2524470414](tel:2524470414)

**Cell Phone**

2525145884

**Occupation**

**Employer**

Spectrum

**Occupation**

Technician

**Job Title**

Field service operation

**Other Questions**

**Question #1**

**What is your Commissioner's District?**

5

**Question #2**

**Highest Education Level**

High School or GED

**Gender**

**What is your gender?**

Male

**Ethnicity**

**What is your ethnic origin?**

Black or African American

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Status

Name  
Brandon Glenn Spiece

Application Date  
12/13/2022

Expiration Date  
12/13/2024

Board Member  
Brandon Glenn Spiece

Status  
Validated

Board (Rank)	Vacancies	Status
New Bern/Craven County Library Board (1)	0	Pending
Craven County Planning Board (2)	0	Pending
Craven County Recreation Advisory Council (3)	0	Pending

Basic Information

Name  
Brandon Glenn Spiece

Please tell us about yourself and why you are interested in serving on a board or commission?  
To get involved and serve in my local community.

Upload a Resume  
[View / Download](#)

Contact Information

Address  
380 Sand Ridge Road  
New Bern, NC 28560

Email  
[mu.monarch78@yahoo.com](mailto:mu.monarch78@yahoo.com)

Phone  
[9106506987](tel:9106506987)

Cell Phone  
[9106506987](tel:9106506987)

Occupation

Employer  
Pamlico County High School



**Occupation**

Teacher

**Job Title**

Social Studies Teacher (9-12)

**Professional Licenses**

North Carolina Teaching License (9-12)

**Other Questions****Question #1**

**What is your Commissioner's District?**

1

**Question #2****Highest Education Level**

Bachelors Degree or higher

**Gender**

**What is your gender?**

Male

**Ethnicity**

**What is your ethnic origin?**

White

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(For Internal Use Only)

Date Received: \_\_\_\_\_

Date Appointed: \_\_\_\_\_; Reappointed: \_\_\_\_\_

## Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

Craven County Recreation Advisory Council

Name: David Santiago

Home Address: 7902 Windward Drive

City Limits: Yes ☒ No

City: New Bern

Zip Code: 28560

Township: Fair Field Harbour

Home Phone: 252-772-1015

Occupation: Retired - Fitness Instructor

Business Phone: \_\_\_\_\_

Place of Employment: Seoul Fitness, YMCA

Cell Phone: 252-772-1015

E-Mail Address: Santida1957@GMAIL.COM

Fax Number: \_\_\_\_\_

(Please indicate your preferred contact number.)

### Education

BS in Business - Minor in Accounting  
Interactive Fitness Trainer of America (IFTA)

### Business and Civic Experience

Retired as a Systems Project Manager for  
Abbott Labs, Hospira, and Sandoz  
Documentation Specialist

### Areas of Expertise, Interest, Skills

Fitness Instructor, Project Management,  
Indoor Cycling, Pickleball Teacher

### Why do you want to serve?

I am in my 26<sup>th</sup> year of helping people with Physical Fitness.  
I am interested in providing people additional opportunities for Fitness,

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

None - Other than my involvement with Physical Fitness Clubs which includes helping with Benefits like MS,

Parkinsons, and Alzheimers

Date: 6/26/2023

Signature: [Signature]

Please be advised that this form is a public record, and must be made available to the public upon request.

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board descriptions or contact the County Clerk's Office at (252) 636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail (nholton@cravencountync.gov) or fax: (252-637-0526).

This form will remain active until two years after date received.

**Board Action: Appointments will be effective immediately, unless otherwise specified.**

**7. A. County Attorney's Report – Initial Offer to Purchase Real Property – 2308 Pearson Street, New Bern (Parcel Number 8-039-040): Arey Grady**

The County has received an offer in the amount of \$2,500.00 for this real property, which was acquired jointly with the City of New Bern through a tax foreclosure, with past due taxes and costs of foreclosure totaling \$4,624.39. The tax value of this property is \$5,000.00. Attached are copies of the Offer to Purchase, Foreclosure Deed, GIS information, and proposed resolution approving the offer and authorizing the upset bid process.

Note that this property is jointly owned with the City of New Bern, which has already approved this initial offer.

Should the Board of Commissioners approve this transaction, the proposed resolution, shown in the following documents, should be adopted, which will in turn authorize advertisement for upset bids. Once the upset bid process is concluded, this transaction will be brought back before the Board of Commissioners for final approval.

**Board Action: Adopt resolution approving transaction and authorizing upset bid process.**

**CRAVEN COUNTY**

**RESOLUTION ACCEPTING OFFER TO PURCHASE**

**SUBJECT TO UPSET BIDS**

WHEREAS, Craven County and the City of New Bern own certain real property identified as Tax Parcel Number 8-039-040 (hereinafter "the Real Property"), the Real Property having been acquired by Craven County and the City of New Bern in deed recorded in Book 3544, Page 0733 in the Office of the Register of Deeds of Craven County; and,

WHEREAS, Craven County and the City of New Bern have received an Offer to Purchase the Real Property, a copy of said offer being attached hereto and incorporated herein by reference; and,

WHEREAS, the City of New Bern has previously approved said offer: and,

WHEREAS, the Craven County Board of Commissioners is authorized to sell Craven County's interest in real property pursuant to North Carolina General Statute §160A-269.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY THAT:

1. The Craven County Board of Commissioners hereby authorizes the initiation of the upset bid process for the Real Property by advertising notice of the offer to purchase in accordance with the provisions of North Carolina General Statute §160A-269.

2. The County Manager, the Assistant County Manager, the Clerk to the Board of Commissioners and/or County Attorney are authorized to take all actions necessary to accomplish the transactions contemplated by this Resolution.

ADOPTED THIS 5th DAY OF JULY, 2023.

(County Seal)

---

JASON R. JONES, Chairman, Craven County  
Board of Commissioners

---

NAN HOLTON, Clerk to the Craven County  
Board of Commissioners

NORTH CAROLINA

OFFER TO PURCHASE AND CONTRACT

CRAVEN COUNTY

The Third Property Development & Estate Investment Group  
LLC

, as Buyer, hereby offers to purchase and CRAVEN COUNTY and the  
CITY OF NEW BERN, collectively as Seller, upon acceptance of said offer, agrees to sell and convey, all of that plot, piece or parcel  
of land described below (hereafter referred to as the "Property"), upon the following terms and conditions:

1. **REAL PROPERTY:** Located in or near the City of New Bern, Craven County, North Carolina, being known as and more  
particularly described as:

Street Address: 2308 Pearson St

Subdivision Name:

Tax Parcel ID No.: 8-039-040

Plat Reference:

Being all of that property more particularly described in Deed Book 3544, Page 0733 in the Craven County Registry.

2. **PURCHASE PRICE:** The purchase price is \$ 2,500 and shall be paid as follows:

(a) \$ 125.00, EARNEST MONEY DEPOSIT with this offer by ☒ cash ☐ bank check ☐ certified check to be  
held by Seller until the sale is closed, at which time it will be credited to Buyer, or until this contract is otherwise properly  
terminated. In the event this offer is not accepted, then all earnest monies shall be refunded to Buyer. In the event of breach of  
this contract by Seller, all earnest monies shall be refunded to Buyer upon Buyer's request. In the event of breach of this contract  
by Buyer, then all earnest monies shall be forfeited to Seller upon Seller's request, but such forfeiture shall not affect any other  
remedies available to Seller for such breach.

(b) \$ 2,375.00, BALANCE of the purchase price in cash or readily available funds at Closing.

3. **CONDITIONS:**

(a) This contract is not subject to Buyer obtaining financing.

(b) The Property must be in substantially the same or better condition at Closing as on the date of this offer, reasonable wear and tear  
excepted.

(c) The Property is being sold subject to all liens and encumbrances of record, if any.

(d) Other than as provided herein, the Property is being conveyed "as is".

(e) This contract is subject to the provisions of G.S. §160A-269. Buyer acknowledges that this contract is subject to certain notice  
provisions and the rights in others to submit upset bids in accordance therewith.

(f) Title shall be delivered at Closing by QUITCLAIM DEED

4. **SPECIAL ASSESSMENTS:** Seller makes no warranty or representation as to any pending or confirmed governmental special  
assessments for sidewalk, paving, water, sewer, or other improvements on or adjoining the Property, or pending or confirmed owners'  
association special assessments. Buyer shall take title subject to all pending assessments, if any.

5. **PAYMENT OF TAXES:** Any ad valorem taxes to which the Property is subject shall be paid in their entirety by Buyer.

6. **EXPENSES:** Buyer shall be responsible for all costs with respect to any title search, title insurance, recording of the deed, and  
its legal fees. Seller shall pay for preparation of a deed and all other documents necessary to perform Seller's obligations under this  
agreement, and for any excise tax (revenue stamps) required by law.

7. **EVIDENCE OF TITLE:** Not Applicable.

8. **CLOSING:** Closing shall be defined as the date and time of recording of the deed. All parties agree to execute any and all  
documents and papers necessary in connection with Closing and transfer of title within thirty (30) days of the granting of final  
approval of the sale by Craven County's Board of Commissioners and the City of New Bern's Board of Aldermen pursuant to G.S.  
§160A-269. The deed is to be made to The Third Property Development & Estate Investment Group LLC

9. **POSSESSION:** Unless otherwise provided herein, possession shall be delivered at Closing.

10. **PROPERTY INSPECTION, APPRAISAL, INVESTIGATION:**

(a) This contract is not subject to inspection, appraisal or investigation, as the Property is being bought "as is." Seller makes no  
representation as to water, sewer, conditions, title, access, or fitness for any intended use.

(b) **CLOSING SHALL CONSTITUTE ACCEPTANCE OF THE PROPERTY IN ITS THEN EXISTING CONDITION.**

11. **RIGHT OF ENTRY, RESTORATION AND INDEMNITY:** Buyer and Buyer's agents and contractors shall not have the right to  
enter upon the Property for any purpose without advance written permission of the Seller. If such permission is given, Buyer will  
indemnify and hold Seller harmless from all loss, damage, claims, suits or costs, which shall arise out of any contract, agreement, or injury  
to any person or property as a result of any activities of Buyer and Buyer's agents and contractors relating to the Property. This indemnity  
shall survive this contract and any termination hereof.

12. **OTHER PROVISIONS AND CONDITIONS:** (ITEMIZE ALL ADDENDA TO THIS CONTRACT AND ATTACH  
HERETO.): None.

Buyer Initials

L

L

Seller Initials



13. **RISK OF LOSS:** The risk of loss or damage by fire or other casualty prior to Closing shall be upon Seller.

14. **ASSIGNMENTS:** This contract may not be assigned without the written consent of all parties, but if assigned by agreement, then this contract shall be binding on the assignee and the assignee's heirs, successors or assigns (as the case may be).

15. **PARTIES:** This contract shall be binding upon and shall inure to the benefit of the parties, i.e., Buyer and Seller and their heirs, successors and assigns. As used herein, words in the singular include the plural and the masculine includes the feminine and neuter genders, as appropriate.

16. **SURVIVAL:** If any provision herein contained which by its nature and effect is required to be observed, kept or performed after the Closing, it shall survive the Closing and remain binding upon and for the benefit of the parties hereto until fully observed, kept or performed.

17. **ENTIRE AGREEMENT:** This contract contains the entire agreement of the parties and there are no representations, inducements or other provisions other than those expressed herein. All changes, additions or deletions hereto must be in writing and signed by all parties.

18. **NOTICE AND EXECUTION:** Any notice or communication to be given to a party herein may be given to the party or to such party's agent. This offer shall become a binding contract (the "Effective Date") when signed by both Buyer and Seller and such signing is communicated to the offering party. This contract is executed under seal in signed multiple originals, all of which together constitute one and the same instrument, with a signed original being retained by each party, and the parties adopt the word "SEAL" beside their signatures below.

BUYER:

(If an individual)

\_\_\_\_ (SEAL)

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

(If a business entity)

By: [Signature] (SEAL)

Its: Owner

Date: \_\_\_\_\_

Address: 2605 Foxham Rd

East Windsor, NC

Phone: 252-624-1600

SELLER

CRAVEN COUNTY

By: \_\_\_\_\_ (SEAL)

Its: \_\_\_\_\_

Date: \_\_\_\_\_

CITY OF NEW BERN

By: \_\_\_\_\_ (SEAL)

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Buyer Initials

[Signature]

Seller Initials

## Craven County Geographic Information System



Craven County does NOT warrant the information shown on this page and should be used ONLY for tax assessments purposes. Page generated on 6/15/2023 at 9:57:11 AM

**PARCEL ID : 8-039 -040**

<b>Owner :</b>	CRAVEN COUNTY & NEW BERN-CITY OF		
<b>Mailing Address :</b>	PO BOX 1128 NEW BERN, NC 28563		
<b>Address of Property :</b>	2308 PEARSON ST		
<b>Subdivision :</b>	PEMBROKE		
<b>Property Description :</b>	733 A B PEMBROKE		
<b>Assessed Acreage :</b>	0.115	<b>Deed Recording Date :</b>	8 8 2018
<b>Deed Book Page :</b>	3544 0733	<b>Recorded Survey :</b>	
<b>Land Value :</b>	\$5,000	<b>Life Estate Deed :</b>	
<b>Total Improvement(s) Value :</b>	\$0	<b>Estate File Year-E-Folder :</b>	
<b>Total Assessed Value :</b>	\$5,000	<b>Tax Exempt :</b>	Yes
<b>Number of Improvements:</b>	0	<b>Fire Tax District :</b>	
<b>City Name :</b>	NEW BERN	<b>Lot Dimension :</b>	
<b>Drainage District :</b>		<b>Land Use :</b>	VACANT - RESIDENTIAL TRACT
<b>Special District :</b>			

### Recent Sales Information

Sale Date Deed	Seller Name	Buyer Name	Type of Sale	Sale Price
8/8/2018 3544-0733	CREATIVE HOMES	CRAVEN COUNTY & NEW BERN-CITY OF	STRAIGHT TRANSFER	\$5,000

**Buildings or improvements where not found on this parcel.**



10012

Doc No: 10026083  
Recorded: 08/08/2018, 12:05:43 PM  
Fee Amt: \$36.00 Page 1 of 2  
Revenue Tax: \$10.00  
Craven County, North Carolina  
Sherri B. Richard Register of Deeds  
Bk 3544 Pg 733

✓ Prepared by: Zacchaeus Legal Services

Revenue Stamps \$10.00

STATE OF NORTH CAROLINA

COMMISSIONER'S DEED

COUNTY OF CRAVEN

ID# 8 039 040

This deed, made this 10th day of July, 2018, by MARK D. BARDILL, Commissioner, to the County of Craven and the City of New Bern of P.O. Box 1128, New Bern, North Carolina, 28563.

WITNESSETH:

That whereas the said MARK D. BARDILL was appointed Commissioner under an order of the District Court, in the tax foreclosure proceeding entitled Craven County versus Creative Homes Corporation, Robert Gannie Simmons and spouse, if any, Sarah Alice Simmons and spouse, if any, the City of New Bern, Defendants, and the City of New Bern and State of North Carolina, Lienholders, et al, File No. 06-CVD-1554; and said MARK D. BARDILL was directed by said Order as Commissioner to sell the land hereinafter described at public sale after due advertisement according to law; and

Whereas, the said MARK D. BARDILL, Commissioner, did on the 10th day of May, 2018, offer the land hereinafter described at a public sale at the Craven County Courthouse door, in New Bern, North Carolina, and then and there the said County of Craven and the City of New Bern became the last and highest bidder for said land for the sum of \$4,624.39; and no upset or increased bid having been made within the time allowed by law, and said sale having been confirmed by said Court, and said MARK D. BARDILL, Commissioner, having been ordered to execute a deed to said purchaser upon payment of the purchase money;

Now, therefore, for and in consideration of the premises and the sum of \$4,624.39, receipt of which is hereby acknowledged, the said MARK D. BARDILL, Commissioner, does by these presents, hereby bargain, sell, grant, and convey to the said County of Craven and the City of New Bern, and their successors, heirs and assigns that certain parcel or tract of land, situated in Number Eight Township, Craven County, North Carolina, and described as follows:

That certain tract or parcel of land lying and being situate in or near the City of New Bern, Number Eight (8) Township, Craven County, North Carolina, and being more particularly described as follows:  
Being all of Lot No. 733 (A and B), Pembroke Subdivision, for a full and complete description, see map of record in Plat Book 5, Page 2, in the Office of the Register of Deeds of Craven County, North Carolina.



Subject to restrictive covenants and easements of record.

**Parcel Identification Number: 8 039 040**

To have and to hold the aforesaid tract of land, to the said County of Craven and the City of New Bern, and their successors, heirs and assigns forever, in as full and ample manner as said MARK D. BARDILL, Commissioner as aforesaid, is authorized and empowered to convey the same.

The title conveyed by this Commissioner's Deed is held pursuant to 105-376, with the County of Craven having disbursed \$1,661.41 and the City of New Bern having disbursed \$257.88 in reimbursable costs, that taxes, interest and penalties due the County of Craven which constitute a 1st and prior lien as of the date of sale total \$1,544.64, that taxes, interest and penalties due the City of New Bern which constitute a 1st and prior lien as of the date of sale total \$946.46. Upon subsequent sale of the property, the proceeds will be distributed between the County of Craven and the City of New Bern pursuant to Section 105-376.

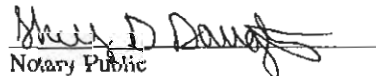
In witness whereof, the said MARK D. BARDILL, Commissioner, hath hereunto set his hand and seal.

  
MARK D. BARDILL, Commissioner

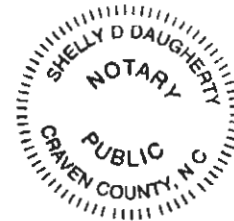
NORTH CAROLINA  
CRAVEN COUNTY

I, Shelly D Daugherty of said County, do hereby certify that MARK D. BARDILL, Commissioner, Grantor, personally appeared before me this day and acknowledged the execution of the foregoing deed.

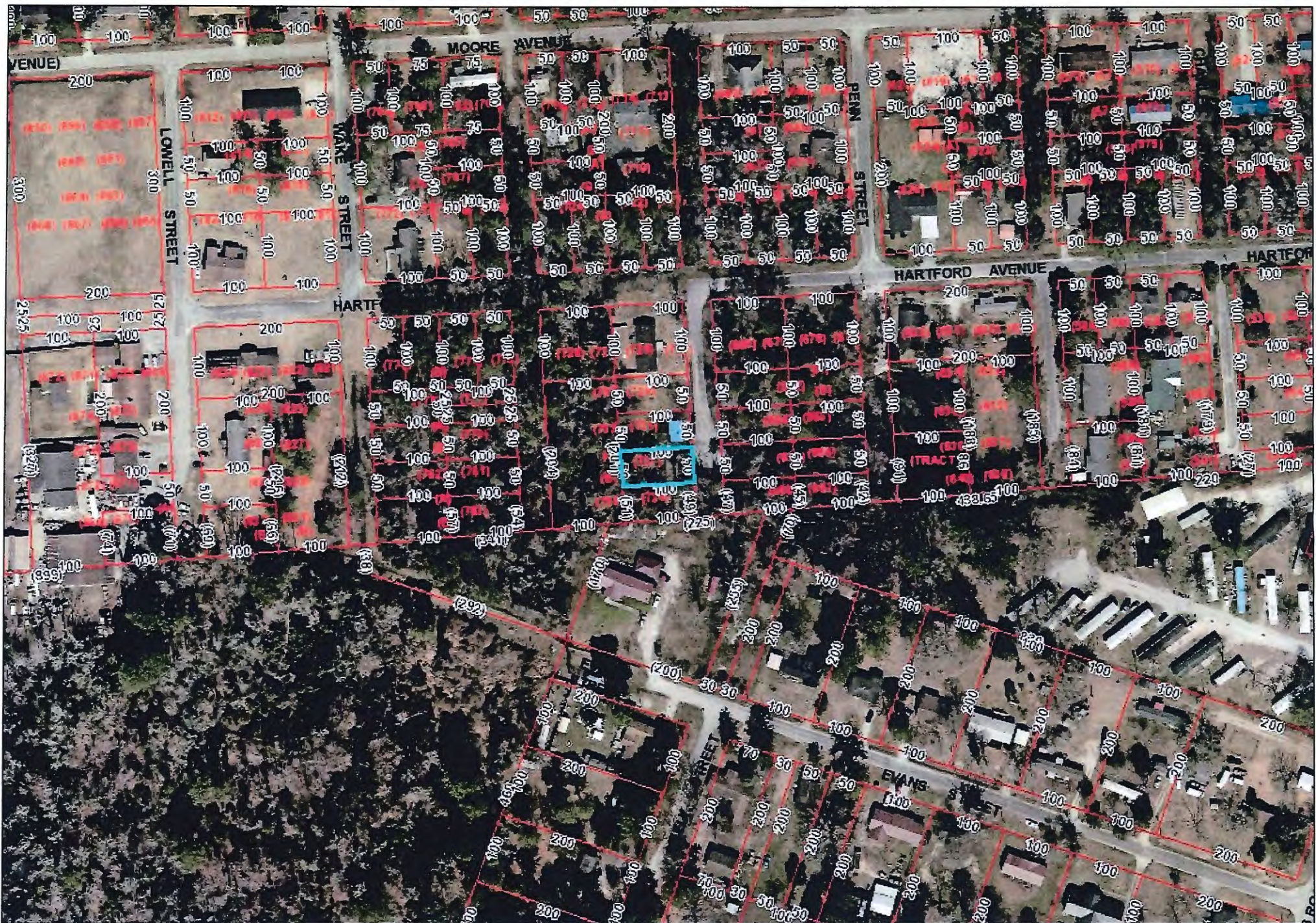
Witness my hand and official seal this the 10th day of July, 2018.

  
Notary Public

My commission expires: 06/05/2022









**7. B. County Attorney's Report – Initial Offer to Purchase Real Property –  
1724 Rhem Avenue, New Bern (Parcel Number 8-024-094): Arey Grady**

The County has received an offer in the amount of \$10,200.00 for this real property, which was acquired jointly with the City of New Bern through a tax foreclosure, with past due taxes and costs of foreclosure totaling \$6,867.59. The tax value of this property is \$20,250.00. Attached are copies of the Offer to Purchase, Foreclosure Deed, GIS information, and proposed resolution approving the offer and authorizing the upset bid process.

Note that this property is jointly owned with the City of New Bern, which has already approved this initial offer.

Should the Board of Commissioners approve this transaction, the proposed resolution, shown in the following documents, should be adopted, which will in turn authorize advertisement for upset bids. Once the upset bid process is concluded, this transaction will be brought back before the Board of Commissioners for final approval.

**Board Action: Adopt resolution approving transaction and authorizing upset bid process.**

**Craven County**

**RESOLUTION ACCEPTING OFFER TO PURCHASE**

**SUBJECT TO UPSET BIDS**

WHEREAS, Craven County and the City of New Bern own certain real property identified as Tax Parcel Number 8-024-094 (hereinafter "the Real Property"), the Real Property having been acquired by Craven County and the City of New Bern in deed recorded in Book 3560, Page 0893 in the Office of the Register of Deeds of Craven County; and,

WHEREAS, Craven County and the City of New Bern have received an Offer to Purchase the Real Property, a copy of said offer being attached hereto and incorporated herein by reference; and,

WHEREAS, the City of New Bern has previously approved said offer: and,

WHEREAS, the Craven County Board of Commissioners is authorized to sell Craven County's interest in real property pursuant to North Carolina General Statute §160A-269.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY THAT:

1. The Craven County Board of Commissioners hereby authorizes the initiation of the upset bid process for the Real Property by advertising notice of the offer to purchase in accordance with the provisions of North Carolina General Statute §160A-269.

2. The County Manager, the Assistant County Manager, the Clerk to the Board of Commissioners and/or County Attorney are authorized to take all actions necessary to accomplish the transactions contemplated by this Resolution.

ADOPTED THIS 5th DAY OF JULY, 2023.

(County Seal)

\_\_\_\_\_  
JASON R. JONES, Chairman, Craven County  
Board of Commissioners

\_\_\_\_\_  
NAN HOLTON, Clerk to the Craven County  
Board of Commissioners

NORTH CAROLINA

CRAVEN COUNTY

OFFER TO PURCHASE AND CONTRACT

Eugene C. Kelley Jr., as Buyer, hereby offers to purchase and **CRAVEN COUNTY and the CITY OF NEW BERN**, collectively as Seller, upon acceptance of said offer, agrees to sell and convey, all of that plot, piece or parcel of land described below (hereafter referred to as the "Property"), upon the following terms and conditions:

1. **REAL PROPERTY:** Located in or near the City of New Bern, Craven County, North Carolina, being known as and more particularly described as:

Street Address: 1724 Rhem Ave.

Subdivision Name: Ghent

Tax Parcel ID No.: 8-024-094

Plat Reference: 23415

Being all of that property more particularly described in Deed Book 3560, Page 893 in the Craven County Registry.

2. **PURCHASE PRICE:** The purchase price is \$ 10,200 and shall be paid as follows:

(a) \$ 510, EARNEST MONEY DEPOSIT with this offer by ☐ cash ☒ bank check ☐ certified check to be held by Seller until the sale is closed, at which time it will be credited to Buyer, or until this contract is otherwise properly terminated. In the event this offer is not accepted, then all earnest monies shall be refunded to Buyer. In the event of breach of this contract by Seller, all earnest monies shall be refunded to Buyer upon Buyer's request. In the event of breach of this contract by Buyer, then all earnest monies shall be forfeited to Seller upon Seller's request, but such forfeiture shall not affect any other remedies available to Seller for such breach.

(b) \$ 9,690, BALANCE of the purchase price in cash or readily available funds at Closing.

3. **CONDITIONS:**

(a) This contract is not subject to Buyer obtaining financing.

(b) The Property must be in substantially the same or better condition at Closing as on the date of this offer, reasonable wear and tear excepted.

(c) The Property is being sold subject to all liens and encumbrances of record, if any.

(d) Other than as provided herein, the Property is being conveyed "as is".

(e) This contract is subject to the provisions of G.S. §160A-269. Buyer acknowledges that this contract is subject to certain notice provisions and the rights in others to submit upset bids in accordance therewith.

(f) Title shall be delivered at Closing by QUITCLAIM DEED

4. **SPECIAL ASSESSMENTS:** Seller makes no warranty or representation as to any pending or confirmed governmental special assessments for sidewalk, paving, water, sewer, or other improvements on or adjoining the Property, or pending or confirmed owners' association special assessments. Buyer shall take title subject to all pending assessments, if any.

5. **PAYMENT OF TAXES:** Any ad valorem taxes to which the Property is subject shall be paid in their entirety by Buyer.

6. **EXPENSES:** Buyer shall be responsible for all costs with respect to any title search, title insurance, recording of the deed, and its legal fees. Seller shall pay for preparation of a deed and all other documents necessary to perform Seller's obligations under this agreement, and for any excise tax (revenue stamps) required by law.

7. **EVIDENCE OF TITLE:** Not Applicable.

8. **CLOSING:** Closing shall be defined as the date and time of recording of the deed. All parties agree to execute any and all documents and papers necessary in connection with Closing and transfer of title within thirty (30) days of the granting of final approval of the sale by Craven County's Board of Commissioners and the City of New Bern's Board of Aldermen pursuant to G.S. §160A-269. The deed is to be made to Eugene C. Kelley Jr. and Candance R. Kelley.

9. **POSSESSION:** Unless otherwise provided herein, possession shall be delivered at Closing.

10. **PROPERTY INSPECTION, APPRAISAL, INVESTIGATION:**

(a) This contract is not subject to inspection, appraisal or investigation, as the Property is being bought "as is." Seller makes no representation as to water, sewer, conditions, title, access, or fitness for any intended use.

(b) **CLOSING SHALL CONSTITUTE ACCEPTANCE OF THE PROPERTY IN ITS THEN EXISTING CONDITION.**

11. **RIGHT OF ENTRY, RESTORATION AND INDEMNITY:** Buyer and Buyer's agents and contractors shall not have the right to enter upon the Property for any purpose without advance written permission of the Seller. If such permission is given, Buyer will indemnify and hold Seller harmless from all loss, damage, claims, suits or costs, which shall arise out of any contract, agreement, or injury to any person or property as a result of any activities of Buyer and Buyer's agents and contractors relating to the Property. This indemnity shall survive this contract and any termination hereof.

12. **OTHER PROVISIONS AND CONDITIONS:** (ITEMIZE ALL ADDENDA TO THIS CONTRACT AND ATTACH HERETO.): None.

Buyer Initials

ECK Jr

Seller Initials



13. **RISK OF LOSS:** The risk of loss or damage by fire or other casualty prior to Closing shall be upon Seller.

14. **ASSIGNMENTS:** This contract may not be assigned without the written consent of all parties, but if assigned by agreement, then this contract shall be binding on the assignee and the assignee's heirs, successors or assigns (as the case may be).

15. **PARTIES:** This contract shall be binding upon and shall inure to the benefit of the parties, i.e., Buyer and Seller and their heirs, successors and assigns. As used herein, words in the singular include the plural and the masculine includes the feminine and neuter genders, as appropriate.

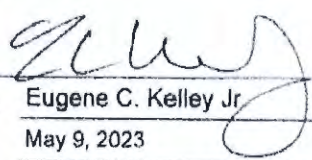
16. **SURVIVAL:** If any provision herein contained which by its nature and effect is required to be observed, kept or performed after the Closing, it shall survive the Closing and remain binding upon and for the benefit of the parties hereto until fully observed, kept or performed.

17. **ENTIRE AGREEMENT:** This contract contains the entire agreement of the parties and there are no representations, inducements or other provisions other than those expressed herein. All changes, additions or deletions hereto must be in writing and signed by all parties.

18. **NOTICE AND EXECUTION:** Any notice or communication to be given to a party herein may be given to the party or to such party's agent. This offer shall become a binding contract (the "Effective Date") when signed by both Buyer and Seller and such signing is communicated to the offering party. This contract is executed under seal in signed multiple originals, all of which together constitute one and the same instrument, with a signed original being retained by each party, and the parties adopt the word "SEAL" beside their signatures below.

BUYER:

(If an individual)

 (SEAL)  
Name: Eugene C. Kelley Jr.  
Date: May 9, 2023  
Address: 407 North Franklin Street  
Madison, NC 27025  
Phone: 215-510-7169

SELLER

CRAVEN COUNTY

By: \_\_\_\_\_ (SEAL)  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

(If a business entity)

CITY OF NEW BERN

By: \_\_\_\_\_ (SEAL)  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

By: \_\_\_\_\_ (SEAL)  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

Buyer Initials  ECKJr Seller Initials \_\_\_\_\_

## Craven County Geographic Information System



Craven County does NOT warrant the information shown on this page and should be used ONLY for tax assessments purposes. Page generated on 6/15/2023 at 9:49:06 AM

**PARCEL ID : 8-024 -094**

<b>Owner :</b>	CRAVEN COUNTY & NEW BERN-CITY		
<b>Mailing Address :</b>	406 CRAVEN ST NEW BERN, NC 28560		
<b>Address of Property :</b>	1724 RHEM AVE		
<b>Subdivision :</b>	GHENT		
<b>Property Description :</b>	LOT 523 GHENT		
<b>Assessed Acreage :</b>	0.044	<b>Deed Recording Date :</b>	2 6 2019
<b>Deed Book Page :</b>	3560 0893	<b>Recorded Survey :</b>	
<b>Land Value :</b>	\$20,250	<b>Life Estate Deed :</b>	
<b>Total Improvement(s) Value :</b>	\$0	<b>Estate File Year-E-Folder :</b>	
<b>Total Assessed Value :</b>	\$20,250	<b>Tax Exempt :</b>	Yes
<b>Number of Improvements:</b>	0	<b>Fire Tax District :</b>	
<b>City Name :</b>	NEW BERN	<b>Lot Dimension :</b>	
<b>Drainage District :</b>		<b>Land Use :</b>	VACANT - RESIDENTIAL TRACT
<b>Special District :</b>			

### Recent Sales Information

<b>Sale Date Deed</b>	<b>Seller Name</b>	<b>Buyer Name</b>	<b>Type of Sale</b>	<b>Sale Price</b>
2/6/2019 3560-0893	GHENT LAND CO	CRAVEN COUNTY & NEW BERN-CITY	STRAIGHT TRANSFER	\$7,000

**Buildings or improvements where not found on this parcel.**

WJL

Doc No: 10033383  
Recorded: 02/06/2019, 12:52:10 PM  
Fee Amt: \$40.00 Page 1 of 2  
Revenue Tax: \$14.00  
CRAVEN County, North Carolina  
Sheriff B. Richard Register of Deeds  
Bk 3560 Pg 893

✓ Prepared by: Zacchaeus Legal Services

Revenue Stamps \$14.00

STATE OF NORTH CAROLINA

COMMISSIONER'S DEED

COUNTY OF CRAVEN

ID# 8 024 094

This deed, made this 15th day of January, 2019, by MARK D. BARDILL, Commissioner, to the County of Craven and the City of New Bern, of P.O. Box 1128, New Bern, North Carolina, 28563.

WITNESSETH:

That whereas the said MARK D. BARDILL was appointed Commissioner under an order of the District Court, in the tax foreclosure proceeding entitled Craven County versus Ghent Land Company and the City of New Bern, et al, File No. 06-CVD-2147; and said MARK D. BARDILL was directed by said Order as Commissioner to sell the land hereinafter described at public sale after due advertisement according to law; and

Whereas, the said MARK D. BARDILL, Commissioner, did on the 3rd day of December, 2018, offer the land hereinafter described at a public sale at the Craven County Courthouse door, in New Bern, North Carolina, and then and there the said County of Craven and the City of New Bern became the last and highest bidder for said land for the sum of \$6,867.59; and no upset or increased bid having been made within the time allowed by law, and said sale having been confirmed by said Court, and said MARK D. BARDILL, Commissioner, having been ordered to execute a deed to said purchaser upon payment of the purchase money;

Now, therefore, for and in consideration of the premises and the sum of \$6,867.59, receipt of which is hereby acknowledged, the said MARK D. BARDILL, Commissioner, does by these presents, hereby bargain, sell, grant, and convey to the said County of Craven and the City of New Bern, and their successors, heirs and assigns that certain parcel or tract of land, situated in Craven County, North Carolina, and described as follows:

Being Lot 523 on Rhem Avenue as shown on that plat of Ghent Subdivision recorded in Deed Book 159, Page 112, Craven County Registry.

Subject to restrictive covenants and easements of record.

Parcel Identification Number: 8 024 094

To have and to hold the aforesaid tract of land, to the said County of Craven and the City of New Bern, and their successors, heirs and assigns forever, in as full and ample manner as said MARK D. BARDILL, Commissioner as aforesaid, is authorized and empowered to convey the same.



The title conveyed by this Commissioner's Deed is held pursuant to 105-376, with the County of Craven having disbursed \$1,492.12 and the City of New Bern having disbursed \$210.14 in reimbursable costs, that taxes, interest and penalties due the County of Craven which constitute a 1st and prior lien as of the date of sale total \$3,138.31, that taxes, interest and penalties due the City of New Bern which constitute a 1st and prior lien as of the date of sale total \$1,817.02. Upon subsequent sale of the property, the proceeds will be distributed between the County of Craven and the City of New Bern pursuant to Section 105-376.

In witness whereof, the said MARK D. BARDILL, Commissioner, hath hereunto set his hand and seal.

(SEAL)  
MARK D. BARDILL, Commissioner

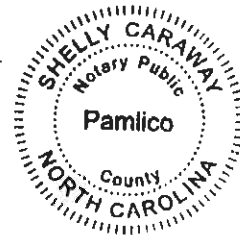
NORTH CAROLINA  
PAMLICO COUNTY

I, Shelly Caraway of said County, do hereby certify that MARK D. BARDILL, Commissioner, Grantor, personally appeared before me this day and acknowledged the execution of the foregoing deed.

Witness my hand and official seal this the 15th day of January, 2019.

*Shelly Caraway*  
Notary Public

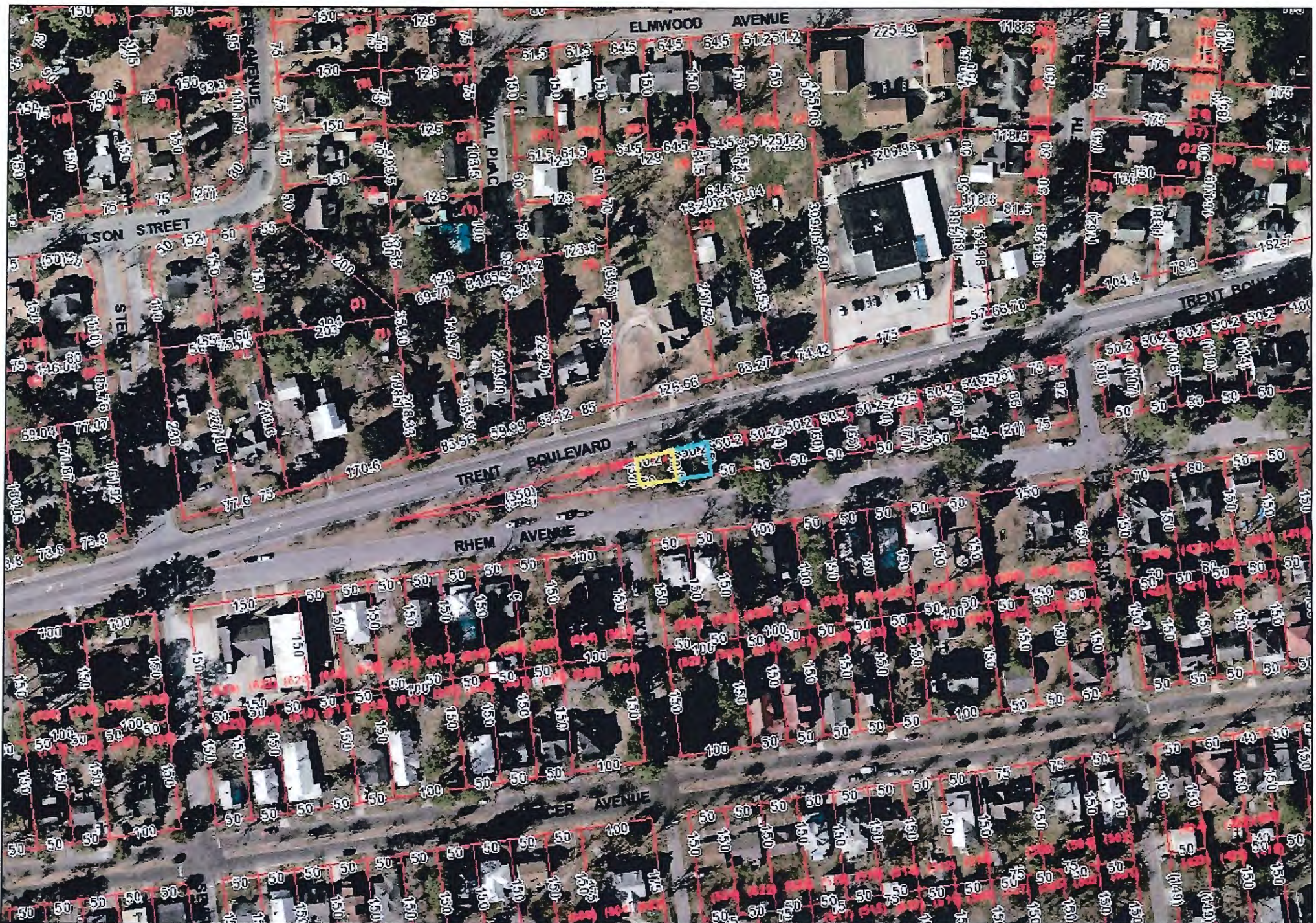
My commission expires: 07/01/2023



Doc No: 10033383

Bk 3560 Pg 894







**7. C. County Attorney's Report – Initial Offer to Purchase Real Property –  
305 John Street, New Bern (Parcel Number 7-005-015): Arey Grady**

The County has received an offer in the amount of \$1,500.00 for this real property, which was acquired through a tax foreclosure, with past due taxes and costs of foreclosure totaling \$2,901.08. The tax value of this property is \$3,000.00. Attached are copies of the Offer to Purchase, Foreclosure Deed, GIS information, and proposed resolution approving the offer and authorizing the upset bid process.

Should the Board of Commissioners approve this transaction, the proposed resolution, shown in the following documents, should be adopted, which will in turn authorize advertisement for upset bids. Once the upset bid process is concluded, this transaction will be brought back before the Board of Commissioners for final approval.

**Board Action: Adopt resolution approving transaction and authorizing upset bid process.**

**CRAVEN COUNTY**

**RESOLUTION ACCEPTING OFFER TO PURCHASE**

**SUBJECT TO UPSET BIDS**

WHEREAS, Craven County owns certain real property identified as Tax Parcel Number 7-005-015 (hereinafter "the Real Property"), the Real Property having been acquired by Craven County in deed recorded in Book 3756, Page 1856 in the Office of the Register of Deeds of Craven County; and,

WHEREAS, Craven County has received an Offer to Purchase the Real Property, a copy of said offer being attached hereto and incorporated herein by reference; and,

WHEREAS, the Craven County Board of Commissioners is authorized to sell Craven County's interest in real property pursuant to North Carolina General Statute §160A-269.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY THAT:

1. The Craven County Board of Commissioners hereby authorizes the initiation of the upset bid process for the Real Property by advertising notice of the offer to purchase in accordance with the provisions of North Carolina General Statute §160A-269.

2. The County Manager, the Assistant County Manager, the Clerk to the Board of Commissioners and/or County Attorney are authorized to take all actions necessary to accomplish the transactions contemplated by this Resolution.

ADOPTED THIS 5<sup>th</sup> DAY OF JULY, 2023.

\_\_\_\_\_  
JASON R. JONES, Chairman, Craven County  
Board of Commissioners

(County Seal)

\_\_\_\_\_  
NAN HOLTON, Clerk to the Craven County  
Board of Commissioners

### OFFER TO PURCHASE AND CONTRACT

David Lee and wife, Arielle Lee (herein "Buyer") hereby offers to purchase and **CRAVEN COUNTY**, (herein "Seller"), upon acceptance of said offer, agrees to sell and that parcel of land described below (hereafter referred to as the "Property"), upon the following terms and conditions:

1. **REAL PROPERTY:** The Property which is the subject of this contract is described as follows:

Street Address: 305 John St., New Bern, NC 28560

Tax Parcel ID Number: 7-005-015

Deed Book 3756, Page 1856

2. **PURCHASE PRICE:** The purchase price is \$1,500.00 and shall be paid as follows:


(a) \$500.00 EARNEST MONEY DEPOSIT by ☐certified bank check ☐money order (payable to: Craven County) with this offer to be held by Seller until the sale is closed, at which time it will be credited to Buyer, or until this contract is otherwise properly terminated. In the event this offer is not accepted, then all earnest monies shall be refunded to Buyer. In the event of breach of this contract by Seller, all earnest monies shall be refunded to Buyer upon Buyer's request. In the event of breach of this contract by Buyer, then all earnest monies shall be forfeited to Seller upon Seller's request, but such forfeiture shall not affect any other remedies available to Seller for such breach.

(b) \$1,000.00 BALANCE of the purchase price in cash or readily available funds at Closing.

3. **CONDITIONS:** The Property is being sold subject to all liens and encumbrances of record, if any; the Property is being conveyed "as is"; this contract is subject to the provisions of G.S. §160A-269; Buyer acknowledges that this contract is subject to certain notice provisions and the rights in others to submit upset bids in accordance therewith; Seller makes no warranty or representation as to any characteristic of the Property or its suitability for any particular use; Buyer shall not have the right to enter upon the Property for any purpose without advance written permission of the Seller.

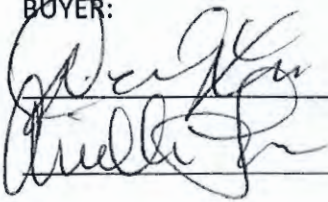
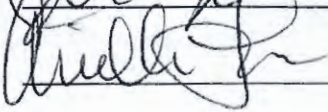
4. **SPECIAL ASSESSMENTS:** Buyer shall take title subject to all pending assessments, if any.

5. **PAYMENT OF TAXES:** Any Ad valorem taxes assessed against the Property shall be paid in their entirety by Buyer, without proration.

Buyer's Initials: 

(the "Effective Date") when signed by both Buyer and Seller. This contract is executed by each party in such form as to be binding.

BUYER:

 (SEAL)  
 (SEAL)

SELLER:

CRAVEN COUNTY

By: \_\_\_\_\_ (SEAL)

Chairman,  
Craven County Board of Commissioners

Date signed:

5/4/23

Date signed: \_\_\_\_\_

Address of Buyer:

David Lee

Arielle Lee

308 Kennedy Drive

New Bern, NC 28560

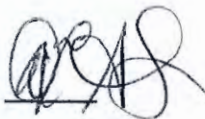
Telephone number of Buyer:

(252) 571-6191

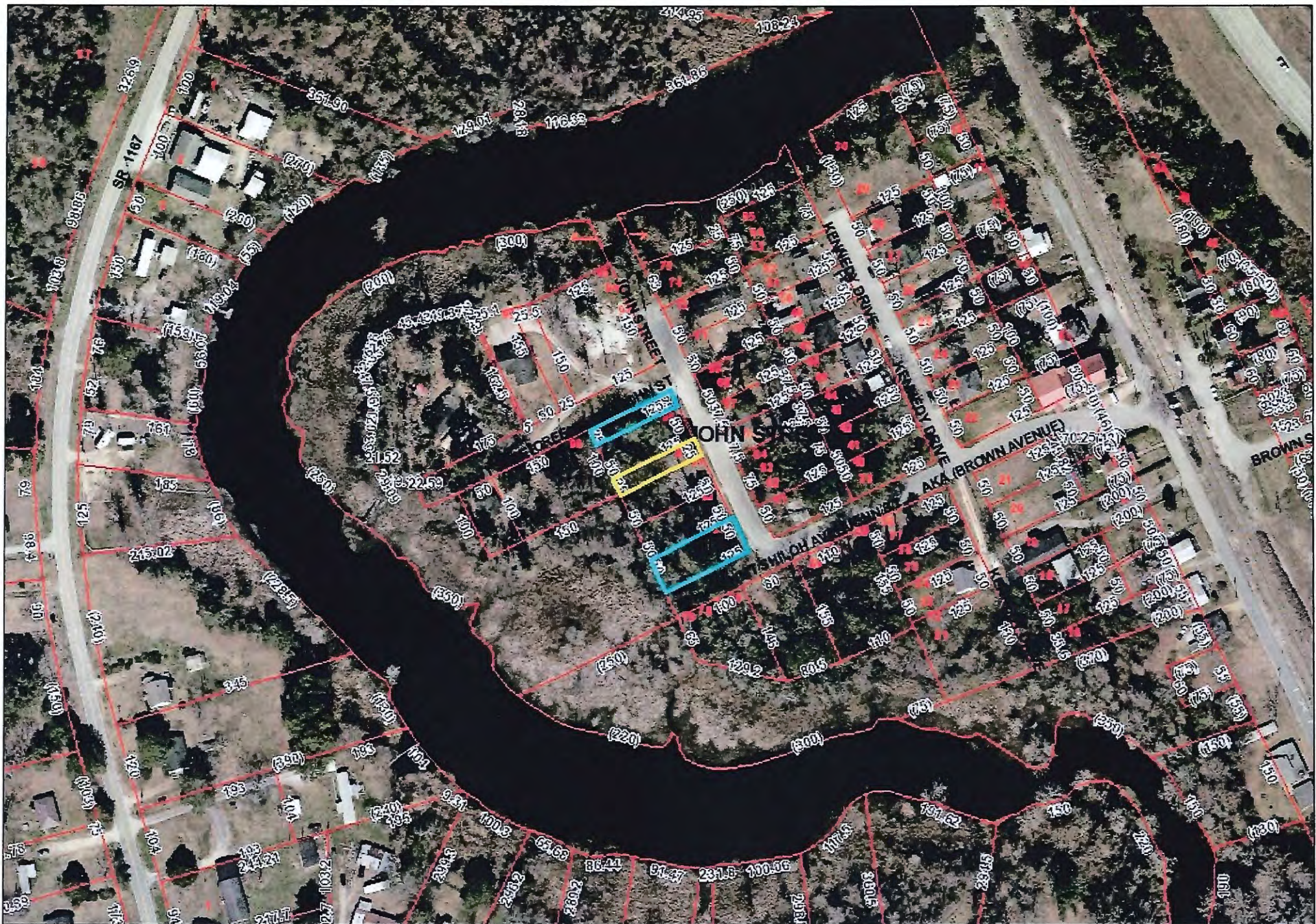
Email of Buyer:

mr\_david\_lee@live.com

Buyer's Initials:







# Craven County GIS

Meeting Date: July 5, 2023

Craven County does NOT warrant the information shown on this map and should be used ONLY for tax assessment purposes. Printed on June 8, 2023 at 12:23:48 PM

1 inch = 72 feet





## Craven County Geographic Information System



Craven County does NOT warrant the information shown on this page and should be used ONLY for tax assessments purposes. Page generated on 5/1/2023 at 12:03:48 PM

**PARCEL ID : 7-005 -015**

<b>Owner :</b>	CRAVEN COUNTY		
<b>Mailing Address :</b>	406 CRAVEN ST NEW BERN, NC 28560		
<b>Address of Property :</b>	305 JOHN ST		
<b>Subdivision :</b>			
<b>Property Description :</b>	86 WEST BROWNSVILLE		
<b>Assessed Acreage :</b>	0.072	<b>Deed Recording Date :</b>	3 7 2023
<b>Deed Book Page :</b>	3756 1856	<b>Recorded Survey :</b>	
<b>Land Value :</b>	\$1,500	<b>Life Estate Deed :</b>	
<b>Total Improvement(s) Value :</b>	\$0	<b>Estate File Year-E-Folder :</b>	
<b>Total Assessed Value :</b>	\$1,500	<b>Tax Exempt :</b>	Yes
<b>Number of Improvements:</b>	0	<b>Fire Tax District :</b>	TOWNSHIP 7
<b>City Name :</b>		<b>Lot Dimension :</b>	
<b>Drainage District :</b>		<b>Land Use :</b>	RESIDENTIAL - PERSONAL PROPERTY MANUFACTURED HOME
<b>Special District :</b>			

## Recent Sales Information

<b>Sale Date Deed</b>	<b>Seller Name</b>	<b>Buyer Name</b>	<b>Type of Sale</b>	<b>Sale Price</b>
3/7/2023 3756-1856	DREW, JAMES	CRAVEN COUNTY	STRAIGHT TRANSFER	\$3,000

**Buildings or improvements where not found on this parcel.**



TNT  
3

(2)

✓ Prepared by and return to:  
Grady Quattlebaum, PLLC  
244-A Craven Street  
New Bern, N.C. 28560

Revenue Stamps: \$6.00  
Parcel ID #: 7-005-015  
Type of Instrument: DEED  
Primary Residence of  
Grantor: No

Address of Grantor: 244-A Craven Street, New Bern, N.C. 28560

Address of Grantee: 406 Craven Street, New Bern, N.C. 28560

THIS DEED, made this 1<sup>th</sup> day of March, 2023, by and between **JILL R. QUATTLEBAUM**,  
in her capacity as Commissioner as hereinafter stated (referred to herein as "Grantor"), to  
**Craven County** (referred to herein as "Grantee"), is as follows:

**WHEREAS**, Grantor, being empowered and directed by a judgment entered in an action  
appearing in file # 22-CVD-593 in the Office of the Clerk of Superior Court of Craven County, North  
Carolina, did, after due advertisement according to law, and as directed by said judgment,  
publicly sell the property herein conveyed; and,

**WHEREAS**, Grantor duly reported the aforesaid sale and, after the expiration of all  
applicable upset bid periods, Grantee became the final and highest bidder in such public sale;  
and,

**WHEREAS**, Grantor executes and delivers this deed for the purpose of conveying title to  
the real property herein described, as required pursuant to the aforesaid judgment.

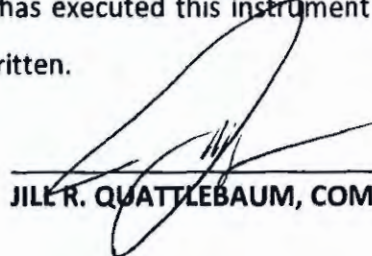
**WITNESSETH NOW THEREFORE**, Grantor in consideration of the sum of TEN DOLLARS  
(\$10.00) and other good and valuable consideration paid by Grantee to Grantor, the receipt of

which is hereby acknowledged, has bargained and sold, and by these presents does bargain, sell, and convey to Grantee the real property described in **EXHIBIT A ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE.**

TO HAVE AND TO HOLD the aforesaid described real property and all privileges and appurtenances thereunto belonging to the Grantee, in fee simple forever, subject to the herein mentioned encumbrances, if any.

Grantor makes no warranties or representations as to title to the real property hereby conveyed.

IN TESTIMONY WHEREOF, Grantor has executed this instrument in such form as to be binding, this the day and year first above written.

  
\_\_\_\_\_(SEAL)  
**JILL R. QUATTLEBAUM, COMMISSIONER**

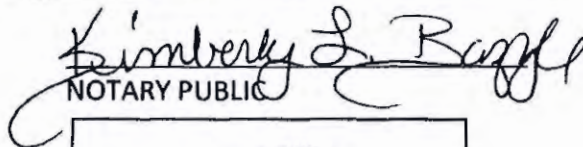
#### ACKNOWLEDGEMENT

The undersigned Notary Public does hereby certify that **JILL R. QUATTLEBAUM, COMMISSIONER**, personally appeared before such Notary Public this day in the State of North Carolina and County of Craven and acknowledged the due execution of the foregoing instrument for the purposes therein expressed.

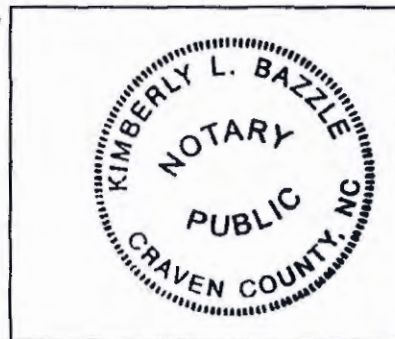
WITNESS my hand and notarial seal, this 7<sup>th</sup> day of March, 2023.

My Commission Expires:

10-3-23

  
NOTARY PUBLIC

NOTARY SEAL/STAMP MUST APPEAR  
LEGIBLY IN BOX TO RIGHT



Book 3756  
Page 1857

## EXHIBIT A

Those certain lots or parcels of land in No. 7 Township, Craven County, North Carolina, and in that certain subdivision known as WEST BROWNSVILLE, a map of which is recorded in Map Book 1, at Page 101, being Lot Numbered EIGHT-SIX (86), as shown upon said map of said subdivision.

Being the same lots conveyed by H. G. Waldrop and wife, Eula Cole Waldrop, to Quincy Spears, and wife, Sarah Spears, by deed dated April 5, 1983 and recorded in Book 645, Page 582 Craven County Registry.

Book 3756  
Page 1858

## **8. Petitions of Citizens – General Topics**

Comments directly pertaining to policies or issues which are under the statutory or administrative authority of the Board shall be made during a general comment period occurring at the end of each regularly scheduled meeting. Comments during this period shall be limited to those comments directly pertaining to issues which are under the statutory or administrative authority of the Board.

Each speaker must address the Board as a whole (and not any individual Commissioner, County staff member or the audience) from the lectern and shall begin his or her remarks by giving his or her name and address and the topic about which they intend to speak. Each speaker will have three (3) minutes to make remarks, as measured by a timer operated by County staff. A speaker may not yield any of his or her time to another speaker.

Speakers must be courteous in their language and presentation, and must abide by generally accepted standards of decorum. Speakers shall not make the same or repetitive comments, whether during a particular comment period or over the course of multiple comment periods. Speakers shall not attack or insult any person or group of people, and speakers shall not give belligerent or hostile comments during any comment period.

### **Board Action: Receive information**

**9. County Manager's Report: Jack Veit**

## **10. Commissioners' Reports**

## **11. Closed Session**

The Board will be requested to go into closed session pursuant to NCGS 143-318.11(a)(1) to prevent the disclosure of information that is privileged or confidential; and 143-318.11(a)(3) to consult with an attorney.